

## Certificate of Qualification in Hairstyling

Revised February 16, 2021

### **Who can register?**

Anyone can register to challenge the BeautyCouncil Certificate of Qualification in Hairstyling Exam, provided you have completed 1,500 school hours or 3,000 work experience hours in the trade of Hairstyling.

The exam is thorough and vigorous.

We encourage all registrants to earn a diploma from a PTIB accredited cosmetology school prior to taking the exam. All other registrants are welcome to challenge the exam, provided you have completed school and work hours above. By registering online to take the exam, you are attesting to having completed these hours. You will upload your paperwork (or diploma) confirming your hours after you register. Please note all documentation will be subject to verification.

The reference textbook is Milady Standard Cosmetology textbook, 13th Edition.

### **Exam cost (price includes GST)**

- \$200 for BeautyCouncil Members
- \$300 for non-members

Registrants who do not pass the exam may apply to retake failed portion(s) of the exam (theory, practical, or both) within 2 years (no limit on the number of retakes). Retakes are \$100 (includes GST). A pass requires a score of 70% or higher.

The exam takes place in a single day as outlined in the exam date registration page. There are two parts to the exam and both are at the venue listed in your confirmation email:

**Theory** - This is a 120 question, 2 hour multiple choice exam at the location listed in your registration email. You must score a minimum of 70% to pass this exam.

**Practical** - This is an in-person exam at a location listed on your registration email. You perform work on your model according to the exam outline below. This exam usually requires approximately 5.5 hours to complete. An examiner will oversee your work and score your work as you complete it. You must score a minimum of 70% to pass this exam.



### **Steps to earn your Certificate of Qualification in Esthetics:**

1. Go to Certifications / Certificates of Qualification at [www.beautycouncil.ca](http://www.beautycouncil.ca). Click “Tap here to see the exam schedule”. Choose your desired exam date. If no dates are available, do not call the office. All available dates are posted on this calendar. We post new exams regularly.
2. Submit your complete and accurate details, and your payment. You will receive a confirmation email with location and venue details.
3. Prepare your documents to submit to us. A clear, well-lit photo taken with a smart phone will work. You will receive a link in a confirmation email where you may submit the images to us.
4. Attend the exam as detailed in your confirmation email.

You will be notified of pass/fail via email, within 2-4 weeks. If you pass the exam, you will receive a digital certificate and a hardcopy certificate.

If you do not attend your scheduled exam, or arrive more than 15 minutes late, your exam fee will not be refunded. Cancellations must be given 72 hours in advance by advising us at [info@beautycouncil.ca](mailto:info@beautycouncil.ca)

## **Attending the Exam**

COVID-19 protocols are in place for all exams. All registrants, examiners, models, must wear a mask at all times. During segments of the exam where the model must remove the mask, the registrant will be required to wear a face shield in addition to a mask. You and your model will be asked to answer COVID-19 screening questions. Persons presenting with symptoms or having had recent exposure to COVID-19 will be asked to leave the premises and rebook at a later date. You will be required to sanitize your hands upon entry.

Registrants will wear clean, professional attire and wear no nail enhancements. Uniforms are not required.

Registrants will turn off cell phones and devices and refrain from talking during the exam unless prompted by the examiner.

Only registrants and models will be permitted to stay in the exam area. Models must not be beauty school students, beauty professionals, or be working or have experience in the beauty industry.

- You and your model must arrive on time. Registrants who arrive more than 15 minutes late will not be admitted and will be required to reschedule for a later date.
- Present your valid government-issued Canadian photo ID, and your model's photo ID. The name on the ID will appear on your certificate.
- Submit your model waiver form.

Please ensure you have everything on the equipment checklist provided. There will be a short lunch break. Please pack a lunch.

**The Theory exam:**

At the exam venue, you will take our multiple choice theory exam.

**The Practical exam:**

At the exam venue, you will perform the practical exam and be graded by our examiner.

**PRACTICAL EXAM**

**1. General trade practices** – evaluated concurrently. Less than 70% in this category = fail for the entire practical exam.

- Displays required equipment & tools
- Demonstrates proper hygiene & sanitation practices
- Displays and demonstrates a clean work area
- Displays personal image as an industry professional
- Communication

**2. Men's technical haircut** - 40 minutes - model or mannequin

- Demonstrates 1" or more removed
- Demonstrates blended interior
- Demonstrates tapered perimeter
- Demonstrates clean perimeter
- Demonstrates clean arch line
- Demonstrates scissor over comb technique
- Demonstrates clipper over comb technique
- End result is complimentary to model

**3. Women's haircuts** - must demonstrate the following techniques on either the women's long cut or the women's short cut.

- Fringe or side fringe
- Point cutting
- Slide cutting (slithering)

A. Women's long cut/style – 1 hour 5 minutes - Model or mannequin

- Demonstrates 1" or more removed
- Finished length below the shoulder
- Must have layers, and face-framing layers.
- Demonstrates balance to model
- Demonstrates ability to control form
- Demonstrates even perimeter
- Blowdry using appropriate brushes
- End result is complimentary to model

B. Women's short cut/style – 1 hour 5 minutes - model or mannequin

- Demonstrates 1" or more removed
- Finished length above the shoulder
- Must not be one length
- Demonstrates balance to model
- Demonstrates ability to control form
- Demonstrates even perimeter
- Blowdry using appropriate brushes
- End result is complimentary to model

**4. Curling iron** – 20 minutes - Marcel or spring iron. Model or mannequin

- Demonstrates control of iron with no indentations
- Demonstrates on-base root lift
- Demonstrates ½ off base root lift
- Demonstrates off base curls
- Demonstrates controlled form
- End result is complimentary to model

**5. Creative updo** – 40 minutes - Model/mannequin may be pre-set if style requires it

- Demonstrates smooth finish
- Displays balance
- Demonstrates even & consistent back combing
- Demonstrates pins are securely anchored & hidden
- Demonstrates proper use of accessories to accent finished style if needed

**6. Partial perm** – 45 minutes - Winding only, no processing. Mannequin.

- 10 wound strands for each technique
- Spiral
- Piggyback
- Overlap/croquignole
- Hair is wrapped smooth with correct rod size
- Displays no fish hooks
- End result matches curl size to rod size
- Demonstrates minimum 4 revolutions

**7. Flat iron** – 15 minutes - Model/mannequin

- Demonstrates control of the flat iron with no indentations
- Demonstrates on-base root lift
- Demonstrates ½ off-base root lift
- Demonstrates off-base curls
- Demonstrates controlled form
- End result is complimentary to model

## **8. Colour application preparation – 10 minutes - Mannequin**

- Head is divided into four sections
- Mix bleach/colour (see individual sections below)
- Write down and present the formula for each section to the examiner.
  
- Section 1 – Five (5) Weaved bleach foils – 10 minutes
  - · Demonstrates ¼” clean sections
  - · Foils are evenly and consistently spaced
  - · Display no space between foil and scalp
  
- Section 2 – Five (5) Sliced bleach foils – 10 minutes
  - · Demonstrates clean 1/8” sections
  - · Foils are evenly and consistently spaced
  - · Displays no space between foil and scalp
  
- Section 3 – Colour Retouch application – 10 minutes
  - · Demonstrates clean ¼” sections
  - · Product has been applied from scalp to demarcation line
  - · Demonstrates hair is thoroughly saturated
  - · Correctly answers oral questions given
  -
  
- Section 4 – Virgin application of bleach – 10 minutes
  - · Demonstrates clean ¼” sections
  - · Displays product applied ½” away from scalp
  - · Demonstrates hair s thoroughly saturated
  - · Correctly answers oral questions given

## Practical Examination Supplies and Checklist

BeautyCouncil provides these supplies:

- Styling chair
- Styling station
- Salon-like environment
- Access to a sink with hot water

**IMPORTANT:** Products must be approved for sale in Canada (for example, they must have English and French on the label, include metric measurements, and be approved for use on clients). Professional products can be purchased at beauty suppliers such as West Coast Beauty, Modern Beauty, CosmoProf, Icon, and more. Borrowing is prohibited.

- Government-issued photo ID
- Model Release Form
- Mask
- Face shield
  
- 10 towels (16"x24")
- 6' electrical cord
- Sectioning clips (8 or more)
- Water spray bottle
- Cutting shears
- Neck duster
- Professional hair dryer
- Cotton batting
- End papers
- Garbage bag
- Thinning shears (optional)
- Shampoo & conditioner
- Razor
- Clipper
- Trimmer
- Setting gel
- Hair spray
- Setting lotion
- Styling aids (gel, mousse, etc)
- Accessories (if needed)
- Barbicide, barbicide jar
- 2 long hair mannequins



- 1 male mannequins
- Mannequin stand
- 1 virgin hair mannequin
- 40 perm rods
- Professional curling irons, wand
- Bleach
- Colour
- Developer
- Colour bowls & brushes
- Foils
- Capes (cutting & chemical)
- Box of bobby pins
- Variety of professional combs (styling comb, tail comb, lift comb, etc)
- Variety of professional brushes (denman, paddle, round, etc)
- Any other equipment or supplies necessary to complete the exam requirements

### End of examination requirements ###

Candidate Number

MODEL WAIVER FORM

I, \_\_\_\_\_, having consented to act as a model for the purpose of enabling  
*(Name)*  
the candidate to try the qualifying examination at \_\_\_\_\_ on  
*(City or Town or Province)*  
\_\_\_\_\_, 20 \_\_\_\_ hereby acknowledge that the following matters are known and  
*(Month / Day)*  
understood by me.

- (a) That I (the model) currently am not nor have I ever been a service provider or student in the cosmetology industry (hair, esthetics, or nails) in any country. If it is determined that I am associated with the cosmetology industry in any way, the candidate will face disqualification.**
  
- (b) That I (the model) meet all requirements as dictated under health and safety (free from infections, broken skin, etc). And that I meet the required elements for the candidate to complete all competencies of this practical exam (nails the required length, hair for waxing, etc.). If these requirements are not met, the candidate will face disqualification.**
  
- (c) That BeautyCouncil™ does not guarantee or warranty that the aforesaid examination candidate possesses the requisite skills and competence to carry out any or all acts of esthetics and BeautyCouncil™ assumes no responsibility for any damage arising from any or all aspects of negligence on the part of the aforesaid candidate.**

\_\_\_\_\_  
First Witness Signature

\_\_\_\_\_  
Model Signature

\_\_\_\_\_  
Second Witness Signature

\_\_\_\_\_  
Model Address

Signed \_\_\_\_\_, 20 \_\_\_\_  
*(Month / Day)*

**[If model is under 19 years of age, a letter from the parent or guardian must accompany this form stating that they consent to the above. Model must be at least 16 years of age.]**

**This form MUST BE COMPLETED by model prior to the registration of candidate's exam.**