

1 Board of Barber Examiners

2

3 Adopted Permanent Rules Relating to Barber Licensing

4

5 Rules as Adopted

6 2100.0100 DEFINITIONS.

7 Subpart 1. **Scope.** For the purpose of parts 2100.0100 to  
8 2100.9300, the terms defined in this part have the meanings  
9 given them.

10 Subp. 1a. **Barbering.** The practice of barbering as defined  
11 in Minnesota Statutes, section 154.02, means the services  
12 described in that section when performed on a living person and  
13 includes those services when performed in conjunction with the  
14 selling of hair pieces, wigs, or an artificial hair application.

15 Subp. 2. A license or certificate of registration as  
16 practicing barber. The phrase "a license or certificate of  
17 registration as practicing barber" contained in Minnesota  
18 Statutes, section 154.11, means a current certificate of  
19 registration as a certified barber.

20 Subp. 3. **Has practiced as a barber.** The phrase "has  
21 practiced as a barber" contained in Minnesota Statutes, section  
22 154.11, means that a person has performed the acts of barbering  
23 under a certificate of registration as either a registered  
24 barber or a registered apprentice.

25 2100.0200 APPLICATION FOR EXAMINATION.

26 Upon completion of the required 1,500 hour course of  
27 training, the school shall issue each graduate a certificate of  
28 completion.

29 Upon issuance of the certificate of completion, the  
30 graduate is eligible to be scheduled for the apprentice  
31 examination under part 2100.0500.

32 In an emergency or in a situation beyond a student's  
33 control in which the 1,500 hours of training course cannot be  
34 completed before the apprentice examination schedule, the board  
35 ~~may~~ shall make an exception from the requirement of course

1 completion if:

2           A. the course can be completed within the following  
3 week after the apprentice examination and before the registered  
4 barber examination; and

5           B. the student has less than 48 hours to complete  
6 after the examination schedule in part 2100.0500.

7           Results of examinations must not be issued until the  
8 certificate of completion is filed.

9 2100.0300 NONRESIDENT APPRENTICE QUALIFICATIONS.

10           The board must find the following to determine that another  
11 state or country has substantially the same requirements for  
12 registration of an apprentice as provided under Minnesota  
13 Statutes, chapter 154:

14           A. the same educational requirements as Minnesota  
15 Statutes, section 154.06, clause (1);

16           B. graduation from a barber school that requires:

17                 (1) approval by a state requiring at least the  
18 same number of hours of instruction for school approval as  
19 Minnesota; and

20                 (2) a curriculum that is equivalent to Minnesota  
21 Statutes, section 154.07, and parts 2100.0100 to 2100.9300; and

22           C. must meet the requirements of Minnesota Statutes,  
23 section 154.11.

24           Applicants unable to comply with items A and B shall make  
25 up the difference in a Minnesota accredited barber school.

26 Barbering experience ~~may~~ shall be considered equivalent to or  
27 substantially the same as hours in school training.

28 2100.0500 EXAMINATION DATES.

29           Examinations for a certificate as a registered apprentice  
30 shall be held the first week in February, May, August, and  
31 November of each year. Notice of the examination shall be given  
32 during the first week of the month preceding the month in which  
33 the examination is to be held. Two additional examinations may  
34 be held when the board determines it is cost efficient.

## 1 2100.0600 CONTENTS OF EXAMINATION.

2 Each examination consists of six parts: oral, written, and  
3 four practical services. The type of haircut, shave, or beard  
4 trim and ~~the two other~~ of the following practical services:  
5 shampoo, perm wrap, facial, or color application, will be  
6 determined at the discretion of the board.

## 7 2100.0900 REVIEW OF EXAMINATION RESULTS.

8 An applicant may review his or her examination results at  
9 the office of the Board of Barber Examiners during usual  
10 business hours.

## 11 2100.1000 FAILURE OF EXAMINATION.

12 A student who fails the apprentice examination shall  
13 complete an additional 500 hours to be eligible to retake the  
14 apprentice examination, as many times as necessary to pass.

## 15 2100.1100 APPRENTICE PRACTICE.

16 The requirement of Minnesota Statutes, section 154.05,  
17 clause (4) regarding the practicing as a registered apprentice  
18 for a period of 12 months shall mean licensure for not less than  
19 1,500 hours of work time.

## 20 2100.1200 TIME REPORT.

21 The registered barber who supervises the practice of a  
22 registered apprentice shall file an affidavit as to the number  
23 of hours the apprentice accumulated under the registered  
24 barber's supervision.

## 25 2100.1300 HOME STUDY COURSE.

26 The 12 months practice of a registered apprentice under  
27 Minnesota Statutes, section 154.05 shall include completion of  
28 the program entitled "Related Home Study Course for Apprentice  
29 Barbers" prepared or approved by the Board of Barber Examiners.  
30 The course must be successfully completed before the examination  
31 may be taken.

## 32 2100.1400 PRACTICE COMPLETION BEFORE BARBER EXAMINATION.

33 A registered apprentice meets the requirements of Minnesota

1 Statutes, section 154.05, clause (4) if 1,500 hours and 12  
2 months of practice are completed at any time before or within  
3 the week in which the examination is given pursuant to Minnesota  
4 Statutes, section 154.05, clause (5).

5 2100.1500 REPORTING PRACTICE UNDER SUPERVISION.

6 A registered apprentice who practices under the immediate  
7 personal supervision of a registered barber must file with the  
8 annual license renewal, a statement of the number of hours  
9 completed and under whose supervision.

10 2100.2500 EXAMINATION DATES.

11 Examinations for a certificate as a registered barber shall  
12 be held in the second week of February, May, August, and  
13 November of each year. Notice of the examination shall be given  
14 during the first week of the month preceding the month in which  
15 the examination is to be held. Two additional examinations may  
16 be held when the board determines it is cost efficient.

17 2100.2600 APPLICATION FOR EXAMINATION.

18 An applicant for examination as a registered barber shall  
19 file an application for examination and a sworn affidavit of  
20 completing 12 months and 1,500 hours of supervision on forms  
21 furnished by the board. This application must be filed with the  
22 board no later than the 20th day of the month preceding the  
23 month in which the examination is to be given; provided,  
24 however, that the board shall, upon the showing of a hardship,  
25 accept applications at a later date.

26 2100.2700 NONRESIDENT BARBERS; QUALIFICATIONS.

27 The board must find the following to determine that another  
28 state or country has substantially the same requirements for  
29 registration of barbers as provided under Minnesota Statutes,  
30 chapter 154:

31 A. the same educational requirements as Minnesota  
32 Statutes, section 154.05, clause (1);

33 B. graduation from a barber school that requires:

34 (1) approval by a state requiring at least the

1 same number of hours of instruction for school approval as  
2 Minnesota; and

3 (2) a curriculum that is equivalent to Minnesota  
4 Statutes, section 154.07, and parts 2100.0100 to 2100.9300;

5 C. must meet requirements for a registered apprentice  
6 in Minnesota Statutes, section 154.05, clause (4); and

7 D. the same practice requirements for a registered  
8 apprentice as set forth in Minnesota Statutes, section 154.05,  
9 clause (4).

10 Applicants unable to comply with items A and B must make up  
11 the difference in a Minnesota accredited barber school.  
12 Barbering experience ~~may~~ shall be considered equivalent to or  
13 substantially the same as hours in school training.

#### 14 2100.2900 CONTENTS OF EXAMINATION.

15 Each examination consists of six parts: oral, written, and  
16 four practical services. The type of haircut, shave or beard  
17 trim, and ~~the two other~~ of the following practical services:  
18 shampoo, perm wrap, facial, or color application, will be  
19 determined at the discretion of the board.

#### 20 2100.3200 FAILURE OF EXAMINATION; ADDITIONAL APPRENTICE PRACTICE.

21 An apprentice who fails to satisfactorily pass an  
22 examination for a certificate of registration to practice as a  
23 registered barber, must practice an additional two months and  
24 300 hours to be eligible to retake the examination. The  
25 additional two months practice required by Minnesota Statutes,  
26 section 154.05, clause (5) shall include not less than 300 hours  
27 of work time. The registered barber who supervises the  
28 additional two months practice must file an affidavit with the  
29 board for the additional practice period.

#### 30 2100.4500 INSTRUCTOR LICENSE QUALIFICATION.

31 To qualify for an instructor's examination, an applicant  
32 must be a licensed registered barber with five years' experience  
33 and hold a current vocational teacher's certificate.

#### 34 2100.5000 LICENSE REQUIREMENT.

1 No person shall operate a barber school in Minnesota  
2 without having first obtained a license from the Board of Barber  
3 Examiners. Persons holding a permit for the conduct of a barber  
4 school which was issued prior to the adoption of these rules  
5 have a period of 60 days after the adoption of these rules to  
6 file the necessary documents showing conformance with these  
7 rules with the exception of the course outline required by part  
8 2100.5100, subpart 2. After the date of adoption of these rules  
9 all barber schools operating or requesting a license to operate  
10 will be governed by and shall proceed in accordance with these  
11 rules.

12 2100.5100 LICENSE APPLICATION.

13 Subpart 1. Verified statement. A person desiring to  
14 operate a barber school in Minnesota shall present to the board  
15 a verified statement showing at least the following:

16 A. all information required by Minnesota Statutes,  
17 chapter 154 elsewhere in these rules;

18 B. the name of the applicant or applicants together  
19 with their occupations and residences for the ten years  
20 immediately prior to making applications;

21 C. the address of the proposed school;

22 D. a complete financial statement; and

23 E. a plan of operation of the school setting forth  
24 the following information:

25 (1) drawings showing the number of chairs to be  
26 installed and showing a minimum of five feet between barber  
27 chairs, measuring from center to center, the waiting area must  
28 be separate from work stations;

29 (2) drawings showing classroom space with a  
30 minimum area of 25 square feet available for each proposed  
31 student in classroom space;

32 (3) a statement showing that the following will  
33 be available: one desk for each student enrolled; one chart on  
34 skin and hair; one chart on blood supply to face and neck; one  
35 chart on the muscles of the face, head, and neck; one chart on

1 the nerves of the face, head, and neck; one chart on the bones  
2 of the face, head, and neck; and one blackboard of a size not  
3 less than six feet by 3-1/2 feet;

4 (4) plans showing the following: separate toilet  
5 and washroom facilities for men and women; plumbing and sewer  
6 system appropriate to the size and use of the building as a  
7 barber school; a statement regarding the availability and  
8 intended use of municipal sewer and water supplies;

9 (5) plans for appropriate lighting and  
10 ventilating systems;

11 (6) plans showing use of a type of floor material  
12 such as tile or linoleum which may be easily kept clean and  
13 sanitary;

14 (7) plans for proper sanitization facilities  
15 including the following: one sink for each barber chair or  
16 dispensary as required in part 2100.8100, subpart 3; one closed  
17 cabinet for clean towels for each barber chair; one closed  
18 container for soiled towels for each barber chair; one time  
19 clock; and one hair dryer; and

20 (8) plans for adequate waiting chairs and clothes  
21 racks.

22 Subp. 2. Course outline. All barber schools shall submit  
23 to the board a full course outline including each instructional  
24 unit, showing a course of instruction comprising an aggregate of  
25 not less than 1,500 hours, of not more than eight work  
26 instruction hours in any one working day. A copy of each  
27 school's curriculum will be filed with the board. In the case  
28 of applicants for a license to operate a barber school submitted  
29 to the board after the adoption of these rules, the application  
30 will contain the foregoing statements. Barber schools in  
31 existence at the time of adoption of these rules shall have two  
32 months from the date of adoption for submission of the outline  
33 prescribed by this part. All schools shall submit a complete  
34 student course syllabus to the board at the time of application  
35 for license and any renewal of it.

36 Subp. 3. Brochure. Applicants for a license to operate a

1 barber school shall submit a copy of a brochure which will be  
2 made available to students upon approval of the application.  
3 This brochure shall list the fees which will be charged;  
4 together with enrollment and termination procedures for  
5 students. Any change in the tuition fee listed in this brochure  
6 must be immediately reported, in writing, to the board.

7 2100.5200 CONSIDERATIONS IN LICENSE ISSUANCE.

8 Subpart 1. Factors. Upon receipt of an application for  
9 establishment of a barber school, the board shall give  
10 consideration to the factors in subparts 2 to 5.

11 Subp. 2. Public welfare. The board shall give  
12 consideration to any detriment to the public welfare and the  
13 need for barber school facilities in the community and  
14 neighborhood where the proposed barber school is to be located,  
15 giving particular consideration to:

16 A. the economic character of the community and  
17 neighborhood;

18 B. the effect on existing barber shops and barber  
19 schools in the community;

20 C. the availability of adequate support for the  
21 proposed barber school in the community and neighborhood with  
22 particular regard to adequate practice for students;

23 D. the extent to which the proposed barber school  
24 would draw patrons from adjacent communities or neighborhoods  
25 and the character thereof; and

26 E. the effect of the establishment of a barber school  
27 on the social and economic aspects of the community and  
28 neighborhood and adjacent communities and neighborhoods in  
29 regard to the proposed site.

30 Subp. 3. and 4. [See repealer.]

31 Subp. 5. Student-license ratio. There must be at least  
32 one instructor for every 17 students enrolled.

33 2100.5400 CORPORATIONS PROHIBITED.

34 No school license shall be issued to a corporation, nor  
35 shall the school indicate any affiliation with a corporation.



1 2100.5600 RENEWAL OF LICENSE.

2 Subpart 1. **Application.** Owners of barber schools shall  
3 make annual application for renewal of their licenses in  
4 accordance with the rules of the board. The board shall make a  
5 new determination annually that the school meets the  
6 requirements of Minnesota Statutes, chapter 154, and part  
7 2100.5100, subpart 2, of the board before issuing the renewal  
8 license.

9 Subp. 2. **Nonrenewal; hearing.** In the event that a license  
10 is not renewed by the board upon application pursuant to these  
11 rules, the aggrieved applicant may by written notice to the  
12 board request a public hearing concerning the denial of his or  
13 her application in accordance with Minnesota Statutes, chapter  
14 14, and rules adopted thereunder.

15 2100.5700 REGISTERED INSTRUCTORS, TEMPORARY TEACHER, OR  
16 EMERGENCY TEACHER.

17 Subpart 1. **Number of registered instructors.** The  
18 provisions of Minnesota Statutes, section 154.07 requiring one  
19 registered instructor for every 17 students or minor fraction in  
20 excess thereof applies to classroom instruction as well as  
21 practical instruction. "Minor fraction in excess thereof" means  
22 a maximum of 20 students per instructor for a period of no more  
23 than three months. An applicant shall name in the application  
24 the names of all instructors and teachers. The board will not  
25 issue a temporary teacher's permit for a new school. To assure  
26 barber school students adequate uninterrupted training, a  
27 temporary teacher's permit can be issued upon approval of the  
28 board.

29 Subp. 2. **Temporary permits.** This subpart applies to  
30 temporary teacher's permits.

31 A. To be granted a temporary teacher's permit, a  
32 permit applicant must:

33 (1) hold a current Minnesota registered barber's  
34 license;

35 (2) have practiced for at least two years as a

1 registered barber; and

2 (3) show proof of a temporary vocational teaching  
3 permit and continuous enrollment taking courses as required by  
4 part 2100.4500.

5 B. Application forms will be prepared and furnished  
6 by the board. Applications must be signed and sworn to by the  
7 applicant and contain proof of the minimum qualifications and  
8 qualifications for a teacher's vocational certificate and the  
9 barber instructor examination. The applicant shall furnish to  
10 the board two photographs, three inches by five inches in size,  
11 signed by the applicant. One photograph must be returned with  
12 the permit and one must be kept on file with the application.

13 C. The applicant shall pay the required application  
14 fee.

15 D. Permits must be annually renewed on or before  
16 December 31 of each year.

17 E. The permit must be posted in the school.

18 F. A barber school may only have a temporary teacher  
19 for each licensed instructor or for each 17 students at any  
20 given time.

21 G. Persons holding a temporary teacher's permit shall  
22 immediately inform the board of any change in location of the  
23 teacher's work place.

24 H. The board will not issue a temporary teacher's  
25 permit for a new school or for expansion of a school.

26 I. A temporary teacher's permit is valid for four  
27 years from the date it is issued if continued educational  
28 courses are being pursued.

29 J. Any request for a temporary teacher's permit must  
30 be made by the applicant and verified by the school of barbering.

31 K. The Board of Barber Examiners shall keep an active  
32 list of all instructors and temporary teacher's permits.

33 L. All temporary teacher permit holders shall notify  
34 the board of any change in the permittee's work place, address,  
35 or phone number.

36 Subp. 3. **Emergency teacher permit.**

1           A. To assure barber school students adequate  
2 uninterrupted training, an emergency teacher permit may be  
3 issued in an emergency if:

4                   (1) a sudden unexpected happening of an  
5 unforeseen occurrence or condition demanding sudden or  
6 unexpected actions, exigency, or pressing necessity occurs;

7                   (2) the board is notified by the school  
8 immediately after an emergency arises and is informed as to the  
9 nature of the emergency and who is being considered as the  
10 emergency teacher;

11                   (3) the board verifies that no licensed  
12 instructor or temporary teacher is available; and

13                   (4) an applicant holds a current registered  
14 barber license.

15           B. Upon the fulfillment of the conditions provided in  
16 item A, an emergency teacher's permit shall be issued without  
17 delay. The maximum duration of an emergency teacher permit is  
18 30 days.

19 2100.6000 HOURS OF INSTRUCTION.

20           Each student, including each part-time student, must  
21 complete at least 281 classroom hours and 1,219 practical hours  
22 in the required 1,500-hour course.

23 2100.6100 STUDENT WORK COMPLETION.

24           An instructor may help a beginning student finish a service  
25 on a patron upon request by the student.

26 2100.7700 OTHER USE OF PREMISES.

27           Subpart 1. **Prohibited uses.** No person shall use any room  
28 or part of a place which is also used for residential purposes,  
29 or any business purpose other than barbering, unless the areas  
30 are separated by substantial partition, extending from the floor  
31 to the ceiling. Further, any door or other entrance leading  
32 into the residential or other business portion of the building  
33 must be used only for the passage of barbers or other employees.

34           Subp. 2. **Exception: barber shop with beauty shop.**

1 Subpart 1 notwithstanding, a beauty shop and a barber shop may  
2 be operated in conjunction, without being separated by a  
3 partition of ceiling height.

4 2100.8100 SANITIZATION.

5 Subpart 1. Instruments. Razors, shears, combs, clipper  
6 blades, hairbrush, and all other instruments or appliances that  
7 come in contact with the head, neck, or face must be thoroughly  
8 cleaned and sanitized by submersion for a minimum of two minutes  
9 after use on each patron. As an alternative to submersion,  
10 clipper blades and shears may be treated by spraying them with a  
11 commercial spray containing active ingredients not less than  
12 0.25 percent o-phenyl phenol, 11.00 percent isopropyl alcohol,  
13 and 88.75 percent inert ingredients. As an extra measure,  
14 instruments may be wiped or sprayed with a solution of 10:1  
15 household bleach before being used. When not in use, they must  
16 be kept in a clean closed compartment provided for and used only  
17 for storage of instruments. Styptic pencil and lump alum are  
18 positively prohibited. Contact with raw blood or body fluids  
19 should be avoided. If accidentally exposed, immediate washing  
20 with soap and running water is required.

21 Subp. 2. Sanitizer. All barber shops and barber schools  
22 shall have in use at all times at each chair a wet or dip  
23 sanitizer which is adequate in size to accommodate all  
24 instruments to be used on each patron. The wet sanitizer shall  
25 contain a suitable chemical bactericide solution which shall be  
26 bacteriologically effective, such as 0.1 percent suitable  
27 quaternary ammonium compound, or by other means having a  
28 solution equivalent to five percent phenol, or other chemical  
29 sanitizing agent having equivalent bactericidal effect. The  
30 chemical solution shall be changed daily or more often, as  
31 needed.

32 One dip disinfectant solution container will be kept for  
33 each barber chair in operation. Instruments immersed in the dip  
34 disinfectant solution container will be carefully rinsed in warm  
35 running water before use. Failure to provide a sink or dip

1 disinfectant solution container constitutes prima facie evidence  
2 that instruments are not properly sanitized.

3       At least one sink or lavatory must be provided in each  
4 room, booth, stall, compartment, or the immediate area in which  
5 barbers work. If more than two barber chairs are in any room,  
6 booth, stall, or compartment, at least one sink or lavatory must  
7 be provided for each two barber chairs at which the barbers work.  
8 Each barber must have free access to the sink or lavatory  
9 without obstruction from other chairs, partitions, wall  
10 dividers, or other barriers.

11       Subp. 3. **Dispensary.** A dispensary must be located in each  
12 barber shop and each barber school where hot and cold running  
13 water is not present within five feet of the working chair. A  
14 dispensary is a room, booth, or area where implements will be  
15 cleansed, disinfected, and stored. A dispensary must contain  
16 the following furnishings:

17           A. A container large enough to accommodate all soiled  
18 implements in which those instruments, such as combs and  
19 brushes, can be totally immersed for washing. All nonimmersible  
20 or electrical implements such as clippers, clipper blades, and  
21 shears must be sprayed according to subpart 1.

22           B. One sink with hot and cold running water to  
23 cleanse implements mentioned in item A to be used for washing of  
24 hands before serving each patron.

25           C. A container with suitable chemical bactericide  
26 solution to accommodate and immerse all immersible implements  
27 after being washed for at least two minutes before being used or  
28 stored.

29           D. A container large enough for storage of clean  
30 disinfected implements.

31           E. A container filled with fresh disinfectant  
32 solution in which razors will be stored or dipped at least two  
33 minutes before being used.

34       Subp. 4. **Hand washing.** Hands shall be washed with soap  
35 and running water immediately before serving each and every  
36 patron.

1 Subp. 5. **Implement storage.** Implements that require  
2 washing and disinfecting by total immersion must not be stored  
3 at the work station unless running water is present at the  
4 working chair.

5 Subp. 6. **Shampoo sinks.** The shampoo area shall have one  
6 shampoo sink for each six chairs.

7 Subp. 7. **Minimum implements.** Each barber shall have at  
8 least 15 combs and ten brushes.

9 2100.9300 FEES.

10 Subpart 1. **Fee schedule.** The Board of Barber Examiners  
11 shall charge the following fees:

- 12 A. examination and certificate, registered barber,
- 13 \$55;
- 14 B. examination and certificate, apprentice, \$50;
- 15 C. examination, instructor, \$150;
- 16 D. certificate, instructor, \$35;
- 17 E. temporary teacher permit, \$25;
- 18 F. renewal of license, registered barber, \$25;
- 19 G. renewal of license, apprentice, \$20;
- 20 H. renewal of license, instructor, \$35;
- 21 I. renewal of temporary teacher permit, \$25;
- 22 J. student permit, \$10;
- 23 K. initial shop registration, \$50;
- 24 L. initial school registration, \$1,000;
- 25 M. renewal shop registration, \$35;
- 26 N. renewal school registration, \$200;
- 27 O. restoration of registered barber license, \$50;
- 28 P. restoration of apprentice license, \$45;
- 29 Q. restoration of shop registration, \$60;
- 30 R. change of ownership or location, \$25; and
- 31 S. duplicate license, \$10.

32 Subp. 2. **Duplicate license.** Any photocopy of a license  
33 made by the board for an official purpose shall be stamped with  
34 the office state seal.

35 Subp. 3. **Restoration fee.** A restoration fee is a fee

1 charged a licensee to restore a license that has not been  
2 renewed in a timely manner. The fee is comprised of the license  
3 fee plus a late penalty fee.

4 Subp. 4. **Renewals; schedule.** This subpart governs  
5 renewals of licenses and registrations.

6 A. Apprentices, barbers, instructors, temporary  
7 teacher permits, and school licenses shall renew their licenses  
8 by no later than December 31 of each year for the ensuing year  
9 to avoid a late penalty fee.

10 B. Shop registration shall be renewed by no later  
11 than June 30 of each year for the ensuing year to avoid a late  
12 penalty fee.

13 C. Change of location and change of ownership shall  
14 be filed within 30 days of the action.

15 Subp. 5. **License requirements.** An active barber must hold  
16 a current license and must post it at the work station.

17

18 REPEALER. Minnesota Rules, parts 2100.0400; 2100.1600;  
19 2100.2800; 2100.4300; 2100.4400; 2100.5200, subparts 3 and 4;  
20 2100.6500; 2100.7200; 2100.7300; 2100.7400; 2100.7500; and  
21 2100.8300 are repealed.