



Oregon

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DATE: February 10, 2010
TO: Career School Owners & Directors
FROM: Cerynthia Murphy, Qualification Analyst
SUBJECT: Update – National-Interstate Council Examination Discontinuation

EXAMINATION INFORMATION

As of February 10, 2010, the Oregon Health Licensing Agency (OHLA) will be administering the state-prepared examinations for cosmetology fields of practice through computer-based testing only.

This allows for expedited certification and same-day licensing for those who meet qualifications. The agency will no longer be offering the National-Interstate Council of State Boards of Cosmetology (NIC) written examination on a monthly basis.

The state-prepared examinations are currently available in English only. OHLA is actively exploring options for offering the state-administered written examination in Vietnamese and Spanish and expects to implement this option in March 2010. We will inform you as soon as this testing option is available and apologize for any inconvenience this causes applicants in the interim.

STATE - ADMINISTERED EXAMINATION

- State-prepared examinations for barbering, hair design, esthetics, nail technology and laws/rules are available on a walk-in basis.
- Individuals taking more than one field of practice must appear for the examination by 9 am.
- Individuals taking a single field of practice must appear for the examination by 2 pm.
- Appointments can be scheduled for computer-based testing at the discretion of the licensing manager. Special circumstances would include travel distance of 90 miles or more. Please contact Lisa Murphy at (503) 373-1906 for details.

CANDIDATE INFORMATION BULLETIN

Information regarding examination domains, question format, examination sources and number of questions per examination is available at http://www.oregon.gov/OHLA/COS/how_to_get_licensed.shtml.

Points of Reminder

NO EXAMINATION REVIEW

Candidates will **NOT** be allowed to review the state-administered examinations. Under Oregon Administrative Rules (OAR) 817-030-0065, applicants who fail the examination have the opportunity to review failed sections of the examination at the conclusion of each examination. As an agency business practice and for security of the examination, OAR 817-030-0065 will be changed during the 2010 rulemaking cycle to reflect the changes.

REVISED EXAMINATION RETAKE POLICY

Under OAR 817-030-0065, the agency may determine the date and time for retaking failed sections of the examination. The retake policy has been revised to the following:

- After first failed attempt – required to wait at least **7 calendar days**
- After second failed attempt – required to wait at least **7 calendar days**
- After third failed attempt – required to wait at least **30 calendar days and complete additional training at an Oregon Career School.**

Copies of the retake policy can be downloaded at
http://www.oregon.gov/OHLA/COS/New_Examination_Policy.shtml

JUST GRADUATED: HOW TO GET CERTIFIED BROCHURE

Information on how to get certified in the State of Oregon is available on the agency Web site at http://www.oregon.gov/OHLA/COS/how_to_get_licensed.shtml. The information includes the following:

- What to do before coming to take the written examination
- What to expect when taking the written examination
- What to do after passing the written examination

IDENTIFICATION REQUIREMENTS

Candidates/students taking an examination administered by OHLA must provide **two forms of identification** (one must be photographic under Oregon Administrative Rule (OAR) 331-030-0000(10)) **at the time of the examination.** *Identification Requirements Fact Sheet* can be downloaded at http://www.oregon.gov/OHLA/New_ID_requirements.shtml.

TOOLS FOR SCHOOLS -- HELPFUL HINTS AND INFORMATION WEB PAGE

Please visit the Tools for Schools Web page which contains current information including example transcripts, fax information, closures and updates related to changes at http://www.oregon.gov/OHLA/COS/Features/Tools_for_Schools.shtml