

**State of Nevada**  
**Board of Cosmetology**  
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**State of Nevada**  
**Board of Cosmetology**  
4600 Kietzke Lane #O-262  
Reno, NV 89502  
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## **NEVADA REQUIREMENTS FOR OUT OF STATE LICENSE APPLICANTS**

**APPLICATION REQUEST FORM MUST BE SUBMITTED TO THE BOARD OFFICE FIRST**

**ALL CERTIFICATIONS MUST BE RECEIVED BEFORE THE APPLICATION CAN BE SUBMITTED.**

Many applicants do not provide the information and documentation necessary for us to complete the review process timely. To avoid the frustration and the time lag, please use this checklist and **DO NOT SUBMIT YOUR DOCUMENTS UNLESS EVERYTHING IS COMPLETE AND SHOWS ALL REQUIRED INFORMATION.**

- **BOARD CERTIFICATION** must be completed by the State Board where you hold a current license and received by the Nevada Board office before your application can be submitted and processed.
- **THE BOARD CERTIFICATION** must be completed, signed and sealed by the appropriate State Board and mailed to Nevada State Board of Cosmetology. **NO EXCEPTIONS** (All Certifications are held in our office for 6 months from the date of receipt) it must show:
  - Your license is current and active, complete with expiration date;
  - What type of license you hold and your license number;
  - Stating your license is in good standing (no discipline taken or pending);
  - It must clearly show that you passed a Nationally Sponsored Written Examination (NIC), if not you will be required to take the National Exam in Nevada.
- **PROOF OF NAME CHANGES:** The name on your application should be the same on all of your documents. If not, send proof of legal name change with your application such as:
  - A copy of marriage certificate;
  - A copy of Divorce decree showing name was restored.
  - A copy of Court documents which prove your legal name change.
  - A copy of Citizenship papers including proof of legal name change document.
    - \*All names must match or chain together with legal proof provided.

**PLEASE NOTE:** If you Do Not include all of the information requested your paperwork will be returned. If your paperwork is rejected, please contact the Board office for details on registering for exams.

**\*NEVADA LAW PROHIBITS PROVIDING COSMETOLOGY, MANICURING OR AESTHETICIAN SERVICES IN THIS STATE WITHOUT A CURRENT NEVADA LICENSE.**

**\*SHOULD THE BOARD OF COSMETOLOGY INSPECTION DEPARTMENT FIND YOU PRACTICING WITHOUT A NEVADA LICENSE, THE BOARD MAY DENY ANY FURTHER APPLICATION FOR LICENSURE.**