

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 STUDENT APPLICANTS

In order for us to complete the review process in a timely manner, please use this checklist. **DO NOT SUBMIT YOUR DOCUMENTS UNLESS EVERYTHING IS COMPLETED AND SHOWS ALL REQUIRED INFORMATION.**

- **PROOF OF HOURS: ORIGINALS ONLY!!!**
 - If you attended a school outside of Nevada, you must request your State Board or Beauty School to submit verification of your hours listing all subjects taken and the total number of hours per subject. Validation must be mailed directly to our office from a state level governing agency such as, Board of Cosmetology, Post Secondary Education, Board of Education, or licensed School of Cosmetology. We will not accept documents from the applicant. Once hours are approved and accepted, you will receive an application or credit to return to school.
 - Nevada requires the following number of hours: Cosmetologist - 1600, Manicurist-600, Aesthetician - 900, Electrologist - 500.

- **PROOF OF SUCCESSFUL COMPLETION OF 10TH GRADE.** You must sign and notarize an affidavit provided by our office, stating that you have successfully completed the 10th grade in high school or its equivalent. The form is attached to the standard application and will be required once your hours are approved.

- **PROOF OF 18 YEARS OF AGE:** You must include a copy of **one** of the following when submitting your application:
 - Copy of your US or Foreign birth certificate (translated if other than English by a Board certified translation provider);
 - Copy of your US or Foreign passport,
 - Copy of your Nevada voter registration card.
 - ****If a Foreign birth certificate or passport is provided, additional documentation, such as a Resident (Green) Card, Work Visa, or other documentation from the US Dept. of State or Immigration Service will be required to show your eligibility to work in the United States.**

- **PROOF OF NAME CHANGE:** 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 each of your marriage certificate.
 - A copy of each of your divorce papers which shows your name was restored.
 - A copy of Court documents which prove your legal name change.
 - A copy of Citizenship papers, including the proof of legal name change document.
 - ***All names must match or chain together with legal proof provided.**