



**APPLICATION FOR CERTIFICATION AS AN OUT-OF-STATE ELECTROLOGY SCHOOL**

Date \_\_\_\_\_

School Name \_\_\_\_\_

School Address \_\_\_\_\_  
(Street, PO Box, RR)

\_\_\_\_\_  
(City & State) (ZIP Code) (County)

How long at the above address? \_\_\_\_\_ Year School founded \_\_\_\_\_

Previous School address \_\_\_\_\_

Date at previous School \_\_\_\_\_

Do you operate/own an electrology school in another state other than above? \_\_\_\_\_

If so, please list name and address \_\_\_\_\_

Is the school licensed by the state in which it is located? \_\_\_\_\_

If so, by what agency/board? \_\_\_\_\_

List other states that recognize the school \_\_\_\_\_

Has the school had a government investigation or any legal action against the school? \_\_\_\_\_

Provide information regarding final disposition \_\_\_\_\_

Has a government or regulatory agency ever suspended or revoked your school license? \_\_\_\_\_

If so, explain \_\_\_\_\_

Owner's Name \_\_\_\_\_

Home Telephone \_\_\_\_\_ Business Telephone \_\_\_\_\_

I hereby make application to the North Carolina Board of Electrolysis Examiners for acceptance as an out-of-state Electrology School. I do swear that the statements made on this application and any attached copies are true and correct.

The school agrees to teach the North Carolina Infection Control Standards to students who state to the school their intention to take the North Carolina license examination.

\_\_\_\_\_  
(Signature of Applicant in presence of Notary Public)

\_\_\_\_\_ appeared before me this

\_\_\_\_\_ Day of \_\_\_\_\_, 20\_\_\_\_\_, and has sworn that the above statements are true.

\_\_\_\_\_ My Commission Expires \_\_\_\_\_

**An out-of-state school must submit the following with application:**

1. A detailed projected floor plan and photographs of the institutional area demonstrating adequate school facilities to accommodate students
2. Submit detailed list of equipment to be used by the students in the practical course of study;
3. Copy of planned electrology curriculum consisting of number of hours required
4. Certified copy of school manual of instruction
5. Names and qualifications of each instructor; documentation of teaching experience and/or teaching preparation courses
6. Student contract and student obligation
7. What is offered at graduation
8. Schools overall objectives
9. Do you have any provisions or any program of guaranty refund of student tuition in the event the school ceases to operate, attach a copy.
10. List of library resources including textbooks and audio visual aids
11. Copy of school brochures; advertising/promotional materials
12. Does the school provide living accommodations for out of state students? If so, is it with school owner or otherwise? Attach a copy of the lease/agreement
13. Check or money order for application fee of \$350.00 made payable to: NCBEE

<b>Official Board Use Only</b>			
Out-of-State School # _____			
Accepted _____	Rejected _____	File# _____	Date _____