

North Carolina Board of Cosmetic Art Examiners  
1201 Front Street  
Suite 110  
Raleigh, NC 27609  
[www.nccosmeticarts.com](http://www.nccosmeticarts.com)



**APPRENTICE AFFIDAVIT**

**READ BELOW CAREFULLY**

**Please refer to the enclosed instructions before completing the Apprentice Affidavit.**

**TIME:**

- The apprenticeship will be effective on the date the apprentice license is issued; time worked under a temporary work permit does **NOT** count toward the apprenticeship.
- An apprenticeship cannot be completed in less than 6 months. One must work full-time (38-40 hours /week) to complete the apprenticeship in 6 months.
- Working less than 38-40 hours per week is considered part-time. A total of 1,040 hours must be completed for any part-time apprenticeship.

**THE SALON AND SUPERVISING COSMETOLOGIST:**

- Apprenticeships must be completed in a **CURRENTLY LICENSED** cosmetic arts salon licensed in North Carolina.
- Apprenticeships worked either in a licensed Barber shop or under the supervision of a licensed barber will **NOT** be accepted.
- The apprentice must be under the direct supervision of an **ACTIVE AND CURRENTLY LICENSED** North Carolina cosmetologist at all times. The supervising cosmetologist must be licensed for the duration of your apprenticeship.

**THE AFFIDAVIT:**

- The apprentice is to complete Section A.
- The supervising cosmetologist is to complete Section B and sign the affidavit in the presence of a notary.
- Apprenticeships may be completed in more than one salon. Submit an affidavit for every salon in which the apprenticeship was completed.
- White-out or corrections are not accepted on the affidavit.
- Incomplete affidavits will not be processed.

*The cosmetology license is a three (3) year license and is pro-rated each year. Please submit the correct corresponding fee for the date you are submitting your affidavit. **If your apprentice license is expired at the time you submit this application additional fees may apply.***

October 1 <sup>st</sup> , 2008 through September 30 <sup>th</sup> , 2009	\$36.00
October 1 <sup>st</sup> , 2009 through June 30 <sup>th</sup> , 2010	\$23.00
July 1 <sup>st</sup> , 2010 through September 30 <sup>th</sup> , 2010	\$62.00
October 1 <sup>st</sup> , 2010 through September 30 <sup>th</sup> , 2011	\$49.00

**Be advised remittance of checks will delay licensing 4-6 weeks.**

