

Practice/Theory Department

- _____ Number of square feet (Described as: adjacent room, part of same room, other location)
- A room or area with equipment for theory training appropriate to both practical and theory learning including desks and chairs.
 - One mannequin practice table/stand to accommodate each student enrolled in the practice/theory department;
- _____ Number of students

Clinic Department

- _____ Number of square feet
- 48 inches of space from the center to the center of each manicuring table;
 - 24 inches from the center of the chair forward;
 - 48 inches from the backrest behind the chair to any other manicuring table;
- _____ Number of hand washing sinks with hot and cold running water, separate from restrooms, located in or adjacent to the clinic area; (At least 1 is required) (2 sinks required for 20 students)
- _____ Number of work tables with two chairs per table; (10 required for 20 students)
- _____ Number of pedicure chairs and basins; (10 required for 20 students)
- A waste container at each station; and
 - A covered container for soiled or disposable towels located in the clinic area.
 - All stations must be numbered numerically. (all manicure tables conform with NC Industrial Commission Mechanical Code)
 - The advanced department in a manicuring school must be equipped with the following equipment if there are more than 20 enrolled advanced students:*
 - One station for each additional two students: a station shall include one work table and two chairs;*
 - Two hand washing sinks with hot and cold running water, separate from restrooms*
 - *All manicuring schools must provide an additional 5 square feet on the clinic floor for each enrolled advanced student over 20.

Dispensary

- a room or area to organize and maintain supplies, equipment for disinfection of all implements and a sink with hot and cold running water.
- All cosmetic art schools must have the required equipment and supplies to carry out disinfection procedures; per 21 NCAC 14H .0403 and 21 NCAC 14H.0404.
- Supplies to carry out all offered cosmetic art services
- Material Safety Data Sheets (Safety Data Sheets) for all products in the school

Administrative/Office

- Office for the secure/locked facilitation of student records and files
- Performance evaluation plan
- Course curriculum for each cosmetic art discipline
- Outfitted with a minimum of one desk and one chair

Reception area

- For clients to wait prior to receiving services;

For Student/Public Use

- Break room
- Restrooms for student and public use;
- Locker or dressing room

Signs/Notifications

