



TEXAS DEPARTMENT OF LICENSING AND REGULATION

P.O. Box 12088 - Austin, Texas 78711-2157

1-800-803-9202 - (512) 463-6599 - FAX (512) 475-2871

http://www.license.state.tx.us - cosmetologists@license.state.tx.us

APPLICATION FOR:

Texas Cosmetology Instructor License By Examination

PURSUANT TO TITLE 9, OCCUPATIONS CODE, CHAPTER 1602

DO NOT WRITE IN THE FEE AREA IMMEDIATELY BELOW

FEE	RECEIPT NUMBER	EVENT CODE	FEE AMOUNT	PMT. AMOUNT	MONEY TYPE
License Fee			\$70.00		

USE THIS FORM IF YOU NEED TO TAKE AN EXAM TO BECOME LICENSED IN TEXAS AND ARE NOT CURRENTLY ENROLLED IN A TEXAS COSMETOLOGY SCHOOL.

1. Applicant's Full Name:

Last (Family Name) First (Given Name) Middle

2. Applicant's Social Security No.:

_____ - _____ - _____

Note: If you have a Social Security Number, Section 231.302 of the Texas Family Code REQUIRES all applicants to disclose their Social Security Number (SSN) when filing an application. The SSN that is provided is confidential and is required to enforce Child Support orders.

3. Do you have a Social Security Number? (circle one) **YES** **NO**

4. Date of Birth: **5. Gender:**

_____ / _____ / _____ **MALE** **FEMALE**

Month Day Year (circle one)

6. Mailing Address and Contact Information: (USED FOR ALL CORRESPONDENCE) (P.O. Box is allowed for this address.)

Number, Street and Apt. No. - OR - P.O. Box Number

City State Zip Code Country () _____
Area Code Phone Number

FAX Number: () _____
Area Code Phone Number E-mail Address (johndoe@aol.com for example)

7. Type of License Applying for: (circle one)

Operator Instructor Facial Instructor Manicurist Instructor

8. If you would like to take the exam in a language other than than English, indicate which language you prefer: (circle one) **VIETNAMESE** **SPANISH**

9. Have you obtained a high school diploma, the equivalent of a high school diploma, or passed a certified "Ability to Benefit from Training" exam? Yes ____ No ____

10. Have you ever been convicted of or placed on probation for an offense against a person? (Examples: assaults, homicides, sexual offenses & kidnapping.) Yes ____ No ____

11. Have you had a license, certification or registration suspended, revoked or denied in any state? (Does not include driver's license) Yes ____ No ____

If the answer to #10 or #11 is YES, attach a completed Criminal History Questionnaire or Disciplinary Action Questionnaire for each conviction, probation or sanction. (Questionnaire forms available on the TDLR website.)

STATEMENT OF APPLICANT

I certify that I will comply with all applicable provisions of the Texas Occupations Code, Chapters 51, 1602, and 1603; and the Texas Administrative Code, Title 16, Chapters 60 and 83. I understand that providing false information on this application may result in revocation of the license I am requesting and the imposition of administrative penalties.

Date Signed

Signature of Applicant

NOTE: State law prohibits renewing a license more than once after a licensee has defaulted on a student loan guaranteed by the **Texas Guaranteed Student Loan Corporation (TGSLC)** unless the licensee has entered into a repayment agreement with TGSLC. **YOU SHOULD CONTACT TGSLC BEFORE FILING THIS APPLICATION** if you have defaulted on a student loan. An application or renewal may be rejected if this agency has received information from TGSLC that the applicant has defaulted on a student loan. The Texas Guaranteed Student Loan Corporation can be contacted at: **Texas Guaranteed Student Loan Corporation, P.O. Box 15996, Austin, Texas 78761-5996, Telephone: 1-800-222-6297.**

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Licensing Division

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Web site: www.license.state.tx.us - cosmetologists@license.state.tx.us

Cosmetology Instructor Exam Application Instructions

To be eligible for an examination, you must submit the following:

1. Application License Fee of \$70
2. Completed Application
3. Copy of current License
4. Certified Transcript of hours from state in which the current license was issued

Note: You must contact the state in which your current license was issued and request that they send the certified transcript of hours either to you, or to the Texas Department of Licensing and Regulation.

To expedite the process, contact the reciprocal state for a certified transcript of hours and have them mail the transcript to your address. Once you receive the transcript, submit all of this information (along with your completed application) to the Department in one envelope. NOTE: The certified transcript of hours MUST remain in the sealed envelope from the other state.

Always keep your mailing address current with the Texas Department of Licensing and Regulation. A license renewal notice will be mailed to your address of record prior to the date that your license will expire.

Note:

The Department will add your email address to the Cosmetology email notification list, which automatically provides information from the Department on matters affecting cosmetology.

Your email address is confidential pursuant to the Texas Public Information Act and the Department will not share it with the public. See additional information at the following link:

<http://www.license.state.tx.us/newsletters/TDLRnotificationLists.asp>.