

ARTICLE 32-04 SCHOOLS

Chapter
32-04-01 Schools

CHAPTER 32-04-01 SCHOOLS

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32-04-01-01. School application process.

1. **Requirement.** A person, firm, association, corporation, partnership, or other entity may not operate a school in this state without a current school license issued by the board.

2. **Application process - Two phases.** The application process for a cosmetology school license must consist of two phases:
 - a. A preliminary phase; and
 - b. A formal application phase.
3. **Preliminary phase requirements.**
 - a. **Purpose.** The preliminary phase allows the board to review key operational and instructional documents and conduct an interview with the applicant before a formal application is submitted, ensuring understanding and ability to meet the requirements for licensure. The preliminary phase includes the following:
 - (1) Curriculum outline for each program offered;
 - (2) Sample program schedule;
 - (3) Comprehensive policy and procedure manual;
 - (4) Student contract; and
 - (5) Detailed floor plan.
 - b. **Submission of documents.** Prior to scheduling an interview, the applicant shall submit the following documents to the board for review, the specific requirements and content as determined by the board:
 - (1) Curriculum outline for each program offered;
 - (2) Sample program schedule;
 - (3) Comprehensive policy and procedure manual;
 - (4) Student contract; and
 - (5) Detailed floor plan.
 - c. **Initial review.** The board's school compliance committee or designated representative shall conduct an initial review of the submitted documents. Upon satisfactory initial review, the board office shall schedule an interview between the applicant and the board's school compliance committee. The committee may request additional information or clarification on the submitted documents prior to the interview.
 - d. **Interview with school compliance committee.** The applicant or designated representatives, with direct knowledge of the proposed operations and curriculum, shall attend an interview with the school compliance committee. The interview serves to further evaluate the applicant's preparedness and understanding of regulatory requirements.
 - e. **Authorization to proceed.** Following the document submission, review, and interview with the school compliance committee, the board shall determine if the applicant is authorized to proceed with the formal application. The board shall notify the applicant in writing of the board's decision. Authorization to proceed does not guarantee formal licensure but indicates that the applicant's plans and demonstrated understanding appear to meet the necessary standards for schools.
4. **Formal application phase requirements.** Upon receiving authorization to proceed from the preliminary phase, the applicant may submit a formal application for a school license on forms provided by the board.
5. **Required submissions.** The formal application must be accompanied by:
 - a. The applicable license fee;
 - b. Documentation demonstrating the school is operated and maintained separate from any cosmetology establishment or other business excluding affiliated schools;

- c. Evidence of possessing equipment sufficient for the proper and full teaching of all programs, as required by North Dakota Century Code chapter 43-11 and rule;
 - d. Documentation verifying the school employs at least two full-time equivalent licensed instructors and detailing the planned required student-to-instructor ratio;
 - e. A copy of the bond in the penal sum of ten thousand dollars as outlined in North Dakota Century Code chapter 43-11; and
 - f. Any other documentation or information deemed necessary by the board to evaluate the application and ensure compliance with all applicable laws and rules.
6. **Board review and inspection.** The board shall review the formal application and conduct an opening inspection of the proposed premises and facilities to verify compliance.
 7. **Issuance of license.** Upon satisfactory review of the formal application and successful inspection, the board shall issue a school license.

History: Amended effective July 1, 1988; July 1, 1990; March 1, 1998; December 1, 2005; April 1, 2022; January 1, 2026.

General Authority: NDCC 43-11-05

Law Implemented: NDCC 43-11-13, 43-11-16

32-04-01-01.1. School operations and compliance.

1. **Adherence to submitted plans.** A licensed school shall operate in accordance with the curriculum outline, sample program schedule, and policy and procedures manual submitted and approved during the application process. Any modifications to policy and procedures manual and major changes to programming must be submitted to the board office ten business days prior to being implemented. At least ninety days prior to any change of ownership, name change, or location, the school shall start the application process with the board.
2. **Maintenance of standards.** A licensed school shall meet continuously all the qualifications for licensure.
3. **Licenses displayed.** Every school shall display its school license, instructor licenses and student instructor individual licenses in clear view to the public in the reception area of the school.
4. **External advisory committee.** Every school shall maintain a committee of external members to provide feedback on school operations and student performance.
5. **Student advisor.** Every school shall assign a staff member who assists students on academics, attendance, conduct, and career planning, helping students stay on track and succeed.
6. **Student records.** Licensed schools shall maintain a record of the attendance and performance of each student. The records must contain the full name of each student attending during the calendar month, the date the student enrolled, the number of hours of training had by each student during the calendar month, including a total monthly accumulation of hours for each subject, and the total number of hours of training credited the student since the date of enrollment. The record must be kept current by the fifth of each month the student is enrolled.
7. **Change in instructors.** Every school shall notify the board in writing of any change in the staff of instructors within ten business days.

History: Effective January 1, 2026.

General Authority: NDCC 43-11-05

Law Implemented: NDCC 43-11-16

32-04-01-01.2. School compliance committee.

The board may establish a school compliance committee, to meet as needed, to oversee school compliance and consistent delivery of quality education and training by licensed schools. The committee shall:

1. Consist of a minimum of three members appointed by the board, including at least:
 - a. One board member;
 - b. One postsecondary school administrative representative; and
 - c. One external member.
2. Serve two-year terms and may be reappointed at the discretion of the board.

History: Effective January 1, 2026.

General Authority: NDCC 43-11-05

Law Implemented: NDCC 43-11-16

32-04-01-01.3. Duties of school compliance committee.

The school compliance committee shall:

1. Review all applications for new school licensure to ensure compliance with chapter 32-03-01 and other applicable rules.
2. Coordinate with board staff and inspectors to conduct preliminary interview and possible site visits.
3. Submit recommendations to the board.
4. Conduct quarterly compliance reviews of each new school for the first twenty-four months following initial licensure when the inspector deems necessary.
5. Submit written findings to the board following each quarterly review. If review deemed unnecessary, the inspector shall submit written findings directly to the board.
6. Coordinate followup actions as directed by the board based on review of written findings.
7. Conduct compliance reviews of each established school not less than once every two calendar years. Reviews must include verification of curriculum compliance, facility standards, instructor licensure, student documentation, and any relevant records.
8. Assist board inspectors in the investigation of complaints involving licensed schools as needed.
9. Participate in joint inspections, document reviews, or hearings as needed.
10. Provide written findings and recommendations to the board upon conclusion of any complaint-related investigation.

History: Effective January 1, 2026.

General Authority: NDCC 43-11-05

Law Implemented: NDCC 43-11-16

32-04-01-01.4. Authority and reporting.

1. The school compliance committee may conduct interviews and request documentation, records, and access to school premises as necessary to carry out its duties.
2. All final enforcement decisions and disciplinary actions must remain under the authority of the board.
3. The committee shall report on its findings and recommendations to the board at regular board meetings or as otherwise directed.

History: Effective January 1, 2026.

General Authority: NDCC 43-11-05

Law Implemented: NDCC 43-11-16

32-04-01-02. Floor plan.

Every application for a license to conduct a school must be accompanied by a detailed floor plan of the proposed school premises. The floor plan must show entrances, exits, locations of equipment, business office, reception area, classrooms, service floor area, dispensary, student lounge, toilet facilities, and hallways, and meet applicable fire, building, health, ventilation, heating and safety requirements. The school shall obtain prior written approval from the board for any major renovations or structural changes to the premises.

History: Amended effective July 1, 1988; December 1, 2005; April 1, 2022; January 1, 2026.

General Authority: NDCC 43-11-05

Law Implemented: NDCC 43-11-11, 43-11-16

32-04-01-03. Bond.

Repealed effective July 1, 1988.

32-04-01-04. Licenses displayed.

Repealed effective January 1, 2026.

32-04-01-05. Separate establishments.

Repealed effective January 1, 2026.

32-04-01-06. Student registration.

Each school shall register students taking a complete program of study within ten business days after students' enrollment. Each school shall register students' enrollment by written notification to the board.

1. **Student contract.** Each school shall provide the board with a true copy of the student contract for each student and student instructor enrolled. The student contract shall contain the entire contract between the parties, including a complete list of tools, books, and supplies provided to the student or student instructor. Such student contract must be provided to the board within ten business days of enrollment of each student and student instructor.
2. **Registration.** Each school shall furnish the board for each student and student instructor enrolled with the completed state board notice of registration form accompanied by:
 - a. Two forms of valid, unexpired identification as outlined in this chapter.

- b. Proof of completing a minimum of tenth grade education or equivalent. If a student is a minor, written parental consent or proof of emancipation is required.

All such materials must be provided to the board within ten business days of student and student instructor enrollment.

3. **Discontinuance before registration.** If a student discontinues the program before the student is registered with the board, the school will notify the board as required by section 32-04-01-08.
4. **Reregistration.** Upon reregistration for any reason, the provisions of this section must be complied with when applicable.

History: Amended effective July 1, 1990; March 1, 1998; December 1, 2005; January 1, 2026.

General Authority: NDCC 43-11-05

Law Implemented: NDCC 43-11-16, 43-11-19

32-04-01-07. Student transfers.

1. **In-state transfers.** A student of a North Dakota cosmetology school transferring to another school must be granted full credit for the hours completed in the corresponding program.
2. **Out-of-state and foreign transfer.** Any student of a cosmetology school located in another state, country, or territory desiring to transfer to a North Dakota school shall make an application to the board in the same manner as a new student. A certified copy of the student's records must accompany the application. Approval of the board must be given in writing before any transfer is made. If the board approves the application and the student completed the program, the student shall receive full credit hours for the program. If the board approves the application and the student did not complete the program, the student must be granted full credit for the hours completed in the corresponding program.
3. **Credit hours.**
 - a. North Dakota school credit hours for an uncompleted program must be credited for five years.
 - b. Out-of-state credit hours for a uncompleted program must be credited for two years.
 - c. Credit hours for successfully completed programs after which individual did not obtain licensure must be credited for ten years. After ten years individual shall complete additional hours at a school equal to fifty percent of current curriculum requirements.

History: Amended effective July 1, 1988; July 1, 2000; January 1, 2017; January 1, 2026.

General Authority: NDCC 43-11-05

Law Implemented: NDCC 43-11-13, 43-11-15, 43-11-16, 43-11-19

32-04-01-08. Discontinuance of students.

Each school shall notify the board in writing within ten business days after the discontinuance of the program. The written notification must contain the name of the student, the last-known address or home address of the student, the reason for the discontinuance, and a signed official record of the hours completed by the student. Upon reentrance to the school, an application must be submitted to the board in the same manner as new student applications.

History: Amended effective March 1, 1998; January 1, 2026.

General Authority: NDCC 43-11-05

Law Implemented: NDCC 43-11-16, 43-11-19

32-04-01-09. Change in instructors.

Repealed effective January 1, 2026.

32-04-01-10. School discontinuance.

1. Each school intending to transfer ownership or discontinue its operation voluntarily or by revocation of license by the board shall notify the board in writing at least sixty days prior to the final date of operation, and all proper and full credit hours for all students and student instructors currently enrolled must be certified in writing to the board for the protection of the students and student instructors.
2. Written notification of transfer of ownership or voluntary discontinuance of school must include a plan for transfer of all current students. The plan must:
 - a. Be approved by the board;
 - b. Include last date of operation; and
 - c. Include which closing procedure will be followed:
 - (1) The school will continue operations until last enrolled student is graduated; or
 - (2) The plan includes a transfer option to another licensed school for enrolled students.

History: Amended effective January 1, 2026.

General Authority: NDCC 43-11-05

Law Implemented: NDCC 43-11-16, 43-11-19

32-04-01-11. Attendance reports.

Repealed effective January 1, 2026.

32-04-01-12. Signs and advertising.

1. **Entrance sign.** Every school shall display and maintain a sign, clearly visible to anyone approaching the entrance to the school, designating it as a school and giving the name of the school.
2. **Student services sign.** Every school shall prominently display signs stating "all services are performed by students and overseen by licensed instructors". The signs must be clearly visible in the service floor area and the reception area.
3. **Signs for entrances to school areas.** The entrances to the various rooms and areas of each school premises must be clearly and suitably marked with signs.
4. **Price signs.** Signs listing prices charged for clinic work must be prominently displayed in the reception area and any applicable school website.
5. **Advertising.** All advertising of schools must disclose that services are performed by students. All school advertising and marketing must include school's name and direct contact information.

History: Amended effective March 1, 1998; April 1, 2022; January 1, 2026.

General Authority: NDCC 43-11-05

Law Implemented: NDCC 43-11-11, 43-11-16, 43-11-18

32-04-01-13. Equipment and library.

Each cosmetology school shall have the following minimum equipment and library for each of the following courses of training and instruction provided by the school:

1. General minimum equipment for all programs:

- a. Properly functioning presentation equipment, audiovisual materials, and teaching aids;
- b. Products and supplies as applicable; and
- c. Wet disinfecting unit or units sufficient for the number of students enrolled.

2. Cosmetology minimum equipment:

- a. Shampoo bowl for each six students enrolled.
- b. Spa chairs or tables adequate for the number of students enrolled.
- c. Hair dryers adequate for the number of students enrolled.
- d. Manicure table for each four students enrolled.
- e. Workstation with mirror for each two students enrolled.

3. Esthetician minimum equipment:

- a. Adequate number of sinks with hot and cold running water located separate from restrooms.
- b. One workstation or position per two students, which must include a spa chair or table.
- c. One set of facial equipment per two workstations or positions necessary to fulfill the curriculum requirement.
- d. One enclosed storage unit per each workstation.

4. Manicurist minimum equipment:

- a. Adequate number of sinks with hot and cold running water located separate from restrooms.
- b. One workspace with adequate light must be provided for every student.
- c. Sufficient trays for manicuring supplies.
- d. Supplies for nail services and enhancements.
- e. Adequate number of pedicure stations for students enrolled.

5. Minimum school library:

- a. Standard dictionary.
- b. Medical dictionary.
- c. Current textbook for each curriculum offered.
- d. Additional references related to all areas of practice under this chapter.

e. Copy of North Dakota Century Code chapter 43-11.

f. Copy of title 32.

History: Amended effective July 1, 1990; March 1, 1998; January 1, 2002; December 1, 2005; January 1, 2017; April 1, 2022; January 1, 2026.

General Authority: NDCC 43-11-05

Law Implemented: NDCC 43-11-11, 43-11-16

32-04-01-14. Tools and supplies.

The school shall provide each student with the tools and supplies listed in the student contract. Each school shall furnish each student a sufficient number of tools, supplies, and mannequins appropriate for the area of study in which the student is enrolled.

History: Amended effective July 1, 1988; July 1, 1990; January 1, 2002; April 1, 2022; January 1, 2026.

General Authority: NDCC 43-11-05

Law Implemented: NDCC 43-11-16

32-04-01-15. School policy and procedures.

Upon enrollment, each student must be furnished with a copy of the school policy and procedures manual which must include all rules and regulations of the school.

1. **Receipt.** Each student upon receiving the policy and procedures manual shall sign a receipt for the copy and the school shall retain the receipt in the student's file. Students shall receive and sign any updates to the policy and procedures manual a minimum of ten business days prior to implementation.
2. **Policy and procedures manual filed with the board.** Each school shall furnish the board with a true copy of its policy and procedures manual. No penalties may be imposed that are not written in school policy and procedures manual. The school is responsible for providing the board with any changes or amendments to the school's policy and procedure manuals within ten business days of implementation.

History: Amended effective July 1, 1988; January 1, 2026.

General Authority: NDCC 43-11-05

Law Implemented: NDCC 43-11-11, 43-11-16

32-04-01-16. Lockers.

Every school shall provide each student with a locker and lock. Each student locker must be of adequate size for the storage of personal effects, books, tools, and instruments.

History: Amended effective March 1, 1998; January 1, 2026.

General Authority: NDCC 43-11-05

Law Implemented: NDCC 43-11-11, 43-11-16

32-04-01-17. Name tags.

Each instructor, student instructor, and student shall wear name tags bearing the individual's name and title. The name tags must be worn at all times while on the premises of a school.

History: Amended effective April 1, 2022; January 1, 2026.

General Authority: NDCC 43-11-05

Law Implemented: NDCC 43-11-16

32-04-01-18. Curriculum.

Each school shall teach branches and areas of cosmetology, which must include theory and practice in subjects required, provided, and approved by the board.

1. **Hours.** Schools may adopt a hybrid didactic portion of the curriculum consisting of distance and in person learning. No more than twenty-five percent of total didactic hours may be distance learning, as significant emphasis remains on in-person and hands-on training to ensure competency in practical skills. Hybrid curriculums must be approved by the board prior to implementation.
2. **Didactic training.** Training is classroom based in which students acquire foundational knowledge through lectures, presentations, discussions, textbooks, demonstrations and laboratory practice.
3. **Enrichment hours.** Flexible hours are included to reinforce advanced concepts, provide additional practice training, cover emerging topics within scope and incorporate related educational activities such as guest speakers and field trips. Field trips may not exceed fifteen hours for any one program.
4. **Credit record.** Each school shall keep the student hour and credit record current for each student, and the record must be current by the fifth of each month the student is enrolled. Within ten business days of a school's knowledge that a student has either completed the program, transferred, and fulfilled all school requirements accordingly, the school shall furnish the board with the finalized curriculum card or signed official transcript in a format approved by the board.

History: Amended effective July 1, 1988; July 1, 1990; March 1, 1998; July 1, 2000; April 1, 2022; January 1, 2026.

General Authority: NDCC 43-11-05

Law Implemented: NDCC 43-11-16, 43-11-22

32-04-01-19. Credit and deductions.

A student may not be given credit, full or partial, for any time or work unless the time or work is wholly performed and completed by the student. Earned credit hours of a student may not be deducted by any school for any reason whatsoever.

History: Amended effective January 1, 2026.

General Authority: NDCC 43-11-05

Law Implemented: NDCC 43-11-16, 43-11-22

32-04-01-20. Class schedule.

Each school shall maintain and post a program schedule for every program start date. A copy must be provided to enrolled students no later than the first day of the program. The school shall retain a true copy of each schedule in its permanent records. All schedules are subject to board inspection.

History: Amended effective April 1, 2022; January 1, 2026.

General Authority: NDCC 43-11-05

Law Implemented: NDCC 43-11-16

32-04-01-21. Instructors at school.

1. Each instructor of a school must be present in classrooms of the school during classes, and each instructor must be present and supervise all student and student instructor work and activities on the school premises. All workstations in the school service floor area must be

open and arranged so instructors can supervise each student and student instructor on the clinic floor. Instructors and student instructors may not provide any professional service to the public while on the school premises.

2. For schools offering the advanced esthetics program, a licensed health care professional must be available as defined in this article. The health care professional may be a guest presenter for the purpose of demonstrating advanced esthetic procedures without an instructor license as long as a licensed instructor is present in the classroom at all times.

History: Amended effective July 1, 1988; April 1, 2022; January 1, 2026.

General Authority: NDCC 43-11-13

Law Implemented: NDCC 43-11-16, 43-11-27

32-04-01-22. Student compensation.

A student registered in a school may provide clinic services, while attending and on the premises of a school, if the student is under the immediate direction and supervision of a licensed instructor. A student may not be paid a salary or commission for the performance of the clinic services. A student may not be guaranteed any position by the school.

History: Amended effective July 1, 1988; January 1, 2026.

General Authority: NDCC 43-11-05

Law Implemented: NDCC 43-11-16

32-04-01-23. Certain student use prohibited.

Students may not be called from any didactic training to perform services on the public, and students may not instruct or teach fellow students.

History: Amended effective January 1, 2026.

General Authority: NDCC 43-11-05

Law Implemented: NDCC 43-11-16

32-04-01-24. Student complaints.

A student of a school may file a complaint with the board concerning the school in which the student is enrolled as outlined in this chapter.

History: Amended effective January 1, 2026.

General Authority: NDCC 43-11-05

Law Implemented: NDCC 43-11-16

32-04-01-25. Examinations.

1. **School examinations.** Each student shall maintain a minimum of a seventy-five percent average on course work and achieve a seventy-five percent on the school final examination in both written and practical work.
2. **Board examinations.** A cosmetologist, manicurist, esthetician, advanced esthetician, and instructor examination must consist of a theoretical portion, state laws, rules and regulations portion, and a practical portion. The practical examinations must be administered as determined by the board. A candidate shall successfully graduate from a school of cosmetology prior to taking any board examinations. The board shall receive proof of completion from the school attended in the form of a signed curriculum card or a signed official school transcript.

In order to be certified as passing an examination, a candidate shall score at least seventy-five percent.

3. **Failing candidate.** If the candidate fails to pass the examination, the examination fee may not be returned. The candidate may be examined again with the payment of a re-examination fee as defined under North Dakota Century Code chapter 43-11.
4. **Candidate complaint.** A candidate shall notify the board in writing if there is reason to believe that any portion of the examination was affected by unfair practices or the misapplication of examination procedures.

History: Amended effective July 1, 1988; July 1, 1990; March 1, 1998; July 1, 2000; December 1, 2005; January 1, 2012; January 1, 2017; April 1, 2022; January 1, 2026.

General Authority: NDCC 43-11-05

Law Implemented: NDCC 43-11-16, 43-11-22, 43-11-23

32-04-01-26. Solicitor's permit.

All individuals who solicit or sell any program of instruction shall obtain a permit. Applications must be accompanied by a surety bond in the penal sum of one thousand dollars for each solicitor. The annual permit fee is thirty dollars.

History: Effective July 1, 1988; amended effective December 1, 2005; April 1, 2022; January 1, 2026.

General Authority: NDCC 43-11-05

Law Implemented: NDCC 43-11-16

32-04-01-26.1. Cosmetology program curriculum.

The curriculum for students enrolled in a cosmetology program must be fifteen hundred hours of training. A school or licensed instructor may not permit a student to render clinical services until a student has completed twenty percent of the total hours of instruction required. The instruction in all subject areas collectively must meet or exceed the overall minimum didactic and practical hours required for the entire fifteen-hundred-hour cosmetology curriculum and must include:

Cleaning, disinfecting, and safety:	Total 75 hours
Didactic: 35 hours	
Practical: 40 hours	
Hair cutting:	Total 200 hours
Didactic: 55 hours	
Practical: 145 hours	
Hair styling:	Total 175 hours
Didactic: 45 hours	
Practical: 130 hours	
Manicuring:	Total 100 hours
Didactic: 35 hours	
Practical: 65 hours	
Esthetics:	Total 200 hours
Didactic: 80 hours	
Practical: 120 hours	
Chemical services:	Total 425 hours
To include at minimum: hair coloring, permanent waving and relaxing:	
Didactic: 130 hours	
Practical: 285 hours	

Additional subjects and law:	Total 150 hours
Didactic: 120 hours	
Practical: 30 hours	
Business:	Total 50 hours
Didactic: 40 hours	
Practical: 10 hours	
Professionalism, ethics, and career development:	Total 50 hours
Didactic: 40 hours	
Practical: 10 hours	
Enrichment:	Total 75 hours
Total hours	1,500 hours

History: Effective July 1, 2000; amended effective January 1, 2012; January 1, 2017; April 1, 2022; January 1, 2026.

General Authority: NDCC 43-11-05

Law Implemented: NDCC 43-11-16

32-04-01-27. Esthetician program curriculum.

The curriculum for students enrolled in an esthetician program must be six hundred hours of training. A school or licensed instructor may not permit a student to render clinical services until a student has completed twenty percent of the total hours of instruction required. The instruction in all subject areas collectively must meet or exceed the overall minimum didactic and practical hours required for the entire six-hundred-hour esthetic curriculum and must include:

Cleaning, disinfecting, and safety:	Total 75 hours
Didactic: 35 hours	
Practical: 40 hours	
Facials:	Total 215 hours
Didactic: 80 hours	
Practical: 135 hours	
Hair removal:	Total 85 hours
Didactic: 30 hours	
Practical: 55 hours	
Make-up:	Total 65 hours
Didactic: 25 hours	
Practical: 40 hours	
Additional subjects and law:	Total 50 hours
Didactic: 40 hours	
Practical: 10 hours	
Professionalism, ethics, and career development:	Total 25 hours
Didactic: 20 hours	
Practical: 5 hours	
Business:	Total 35 hours
Didactic: 30 hours	
Practical: 5 hours	
Enrichment:	Total 50 hours
Total hours:	600 hours

History: Effective July 1, 1990; amended effective July 1, 2000; December 1, 2005; January 1, 2012; January 1, 2017; January 1, 2026.

General Authority: NDCC 43-11-05

Law Implemented: NDCC 43-11-16

32-04-01-27.1. Advanced esthetician program curriculum.

1. Completion of a board-approved six-hundred-hour fundamental esthetician curriculum, or its substantial equivalent as determined by the board may be used as a prerequisite for enrollment in the advanced esthetics training component of this curriculum. The board may approve partial hours for completion of cosmetology curriculum.
2. A school or licensed instructor may not permit a student to render clinical services related to advanced esthetics procedures until a student has successfully completed the six-hundred-hour fundamental esthetics curriculum component, or its substantial equivalent.
3. The instruction in all subject areas collectively must meet or exceed the overall minimum didactic and practical hours required for the entire eleven-hundred-hour advanced esthetic curriculum and must include:

Fundamental esthetic hours:

Cleaning, disinfecting, and safety:	Total 75 hours
Didactic: 35 hours	
Practical: 40 hours	
Facials:	Total 215 hours
Didactic: 80 hours	
Practical: 135 hours	
Hair removal:	Total 85 hours
Didactic: 30 hours	
Practical: 55 hours	
Make-up:	Total 65 hours
Didactic: 25 hours	
Practical: 40 hours	
Additional subjects and law:	Total 50 hours
Didactic: 40 hours	
Practical: 10 hours	
Professionalism, ethics, and career development:	Total 25 hours
Didactic: 20 hours	
Practical: 5 hours	
Business:	Total 35 hours
Didactic: 30 hours	
Practical: 5 hours	
Enrichment:	Total 50 hours
Total fundamental esthetic hours:	600 hours

Advanced esthetics hours:

Advanced skin sciences:	Total 75 hours
Didactic: 50 hours	
Practical: 25 hours	
Advanced esthetic techniques and technologies:	Total 280 hours

Didactic: 70 hours	
Practical: 210 hours	
Medical esthetics and specialized practices:	Total 60 hours
Didactic: 45 hours	
Practical: 15 hours	
Advanced professional development and business:	Total 40 hours
Didactic: 35 hours	
Practical: 5 hours	
Advanced enrichment and special topics:	Total 45 hours
Total hours:	1,100 hours

Advanced estheticians shall obtain an active occupational safety and health administration bloodborne pathogen certification and first-aid and cardiopulmonary resuscitation certification from board-approved training providers prior to obtaining licensure.

History: Effective January 1, 2026

General Authority: NDCC 43-11-05

Law Implemented: NDCC 43-11-16

32-04-01-28. Manicurist program curriculum.

The curriculum for students enrolled in a manicurist program must be three hundred fifty hours. A school or licensed instructor may not permit a student to render clinical services until a student has completed twenty percent of the total hours of instruction required. The instruction in all subject areas must collectively meet or exceed the overall minimum didactic and practical hours required for the entire three-hundred-fifty-hour manicuring curriculum and must include:

Cleaning, disinfecting, and safety:	Total 50 hours
Didactic: 20 hours	
Practical: 30 hours	
Manicuring and pedicuring:	Total 40 hours
Didactic: 10 hours	
Practical: 30 hours	
Nail enhancements:	Total 150 hours
Didactic: 50 hours	
Practical: 100 hours	
Additional subjects and law:	Total 60 hours
Didactic: 50 hours	
Practical: 10 hours	
Business, professionalism, and ethics:	Total 40 hours
Didactic: 25 hours	
Practical: 15 hours	
Unassigned:	Total 10 hours
Total hours:	350 hours

History: Effective July 1, 1990; amended effective December 1, 2005; January 1, 2012; January 1, 2017; January 1, 2026.

General Authority: NDCC 43-11-05

Law Implemented: NDCC 43-11-16

32-04-01-29. Curriculum for esthetician instructor training.

Repealed effective December 1, 2005.

32-04-01-30. Curriculum for nail care instructor training.

Repealed effective December 1, 2005.

32-04-01-31. Instructor curriculum two hundred forty hours.

This section applies to licensees who have held a license more than two years.

1. Instructional design and delivery methods: 60 hours

This subsection includes practical teaching hours through lesson planning, demonstration practice, and creating engaging activities.

- a. Learning theories and instructional strategies;
- b. Developing engaging learning activities;
- c. Utilizing digital learning platforms for instruction;
- d. Adapting instruction for diverse learners and learning styles; and
- e. Effective questioning and facilitation techniques.

2. Classroom management and communication: 65 hours

This subsection includes practical teaching hours through role-playing classroom management scenarios and practicing communication techniques.

- a. Creating a positive and inclusive learning environment;
- b. Managing student behavior effectively;
- c. Effective communication skills;
- d. Conflict resolution and mediation; and
- e. Motivation and engagement strategies.

3. Didactic training: 70 hours

Instructor didactic hours may be in-person or distance learning or a combination of both.

- a. Adult learning principles;
- b. Curriculum development;
- c. Assessment and evaluation methods;
- d. Legal and ethical responsibilities for educators; and
- e. Professional development and leadership.

4. Clinic floor duties and focused observations: 25 hours

Supervised clinic floor duty.

5. **Elective:** **20 Hours**

Total hours: **240 hours**

History: Effective January 1, 2026

General Authority: NDCC 43-11-05

Law Implemented: NDCC 43-11-16

32-04-01-32. Instructor curriculum four hundred eighty hours.

This section applies to licensees who have held a license less than two years.

1. Instructional design and delivery methods: 100 hours

This subsection includes significant practical teaching hours through extensive lesson planning, in-depth demonstration practice across various cosmetology skills, and the creation of diverse learning activities.

- a. Learning theories and instructional strategies;
- b. Developing engaging learning activities;
- c. Utilizing digital learning platforms for instruction;
- d. Adapting lessons for diverse learners and learning styles; and
- e. Mastering effective questioning and facilitation techniques.

2. Classroom management and communication: 120 hours

This subsection includes substantial practical teaching hours through extensive role-playing of classroom management scenarios and practicing a wide range of communication techniques.

- a. Creating a positive and inclusive learning environment;
- b. Managing student behavior effectively;
- c. Advanced communication techniques;
- d. Conflict resolution and mediation skills; and
- e. Motivating and engaging students with varied skill levels.

3. Didactic training: 70 hours

Instructor didactic hours may be in-person or distance learning or a combination of both.

- a. Adult learning principles;
- b. Curriculum development, alignment, and sequencing;
- c. Assessment and evaluation methods;
- d. Detailed review of legal and ethical responsibilities; and
- e. Professional development and leadership.

4. Foundational cosmetology skills and techniques reinforcement: 80 hours

This subsection will involve both theoretical review and hands-on practice to ensure the instructor is confident and proficient in the foundational skills they will be teaching.

- a. Advanced hair cutting principles and techniques review;
- b. Comprehensive hair color theory and application review;
- c. Chemical texturizing services: theory and practical application review; and
- d. Skin care and nail care fundamentals review for instruction.

5. **Clinic floor duties and focused observations:** **80 hours**

Supervised clinic floor duty.

6. **Elective:** **30 hours**

Total hours: **480 hours**

History: Effective January 1, 2026.

General Authority: NDCC 43-11-05

Law Implemented: NDCC 43-11-16