



# *State Board Practical Exam*



- The entire exam will be 3 hours and 20 minutes
- Total number of points is 142
- The passing score for the entire Practical examination is 70% (this is 100 points out of 142)
- Forms of Identification : Driver license, passport or school ID with Picture, date of birth, your name printed on ID, and name of High School.
- Model must have ID

**The following information will be used by examiners to grade your performance during the practical portion**

**Refer to website: [www.psiexams.com](http://www.psiexams.com) for current updates.**



## Useful Information:

- If you touch your hair, clothes, any part of your body, glasses or items you pick up off the floor – **Sanitize your hands**
- Do not forget to set up manicure table during Pre-exam Setup
- Only do what is listed and in correct order
- Notice where it says to sanitize your hands
- Notice where it says to drape and what type of drape
- No markings to suggest the order of the exam
- Label bags example: **Pre-Exam Set Up and Disinfection**  
**Pre-sanitized implements and supplies**
- Put all implements and supplies into ONE bag, they do not have to be in separate bags within the bag
- **ONLY** do what is listed on the task, pay close attention when and where it says to sanitize your workstation and sanitize your hands
- Do not touch the opening of any container with your hand, only squeeze/squirt out, close lid
- Model must have light makeup applied (foundation, lips, shadow)

The entire exam **MUST** be performed in the order listed for candidate to receive points for the tasks. **DO NOT** begin any task until the instructions for each section of the examination are read and you have been instructed to begin.



Uniform requirements:

Sleeved smock / lab coat any color

Clean closed toe shoes

Clean slacks/pants (black)

Clean blouse (white)

**If you do not have the appropriate attire, you will not be allowed to take the Practical examination**



# Pre-Exam Set Up and Disinfection

## *Tested in all sections of the Practical exam*



*Time Allowed: 10 minutes*  
*Safety Criteria: 1 point each:*

1. Implements/supplies are pre-sanitized and labeled in English only
2. Disposes of waste material using trash bag, labeled
3. Disinfects work surfaces with EPA-approved disinfectants
4. Sets up table (i.e., immerses working surfaces of non-porous implements in wet sanitizer, only if metal is used) (take manicure bag to table and set up table at this time, sit down till the examiner gives further instructions)



# Pre-Exam Set Up and Disinfection

4. Sets up table (i.e., immerses working surfaces of non-porous implements in wet sanitizer, only if metal is used)  
(take manicure bag to manicure table and set up table at this time, sit down till the examiner gives further instructions)



5. Ensures all containers remain closed when not in use

6. Kit **must** remain closed  
(kit can not be larger than 30 x 30)



7. Removes products from containers without contamination



# MANICURE: 20 MINUTES

## PERFORM A BASIC MANICURE ON FIVE NAILS



Procedure Criteria 1 point each:

1. Sanitizes own hands and model's hands using hand sanitizer (this is where you sanitize your/models hands not before, do not touch the opening of the container with your hand, just squirt into hands)
2. Removes polish from one finger
3. Files from outside edges to centers, (no sawing), avoiding filing tops of nails (pull side walls of the nail down to prevent cutting your model with the file)
4. Immerses model's hand in finger bowl/applies cuticle remover
5. Gently pushes back cuticles with a cuticle pusher/orangewood stick on 5 nails
6. Cleans under free edges of 5 nails with cotton-tipped orangewood stick



## MANICURE: 20 MINUTES

### PERFORM A BASIC MANICURE ON FIVE NAILS



7. Massages fingers and hand with lotion/cream
  8. Removes residue from 5 nail plates with alcohol/polish remover/dehydrator
  9. Applies base coat on 5 nails ( one clear coat can be used for top and base but must be labeled as such)
  10. Applies two coats of polish smoothly and evenly on 5 nails
  11. Applies top coat on 5 nails
  12. Removes all traces of polish from cuticles with cotton-tipped cuticle pusher/cotton tipped orangewood stick, if necessary
- Check to see if there is polish on the surrounding skin , if not you do not have to pretend to remove





# MANICURE

## SAFETY CRITERIA

1 POINT EACH

1. Disposes of waste materials using **trash bag**
2. Ensures table/area remains sanitary by changing towels when soiled; cleaning spills; and maintaining sanitary implements/materials throughout service
3. Implements/supplies pre-sanitized and labeled in English only
4. Replaces contaminated items (e.g., dropped cotton on floor) ( pick up , place in trash and sanitize your hands)
5. Ensures all containers remain closed when not in use
6. Kit must remain closed
7. Removes products from containers without contamination (tweezers are not required)







Sanitize own hands

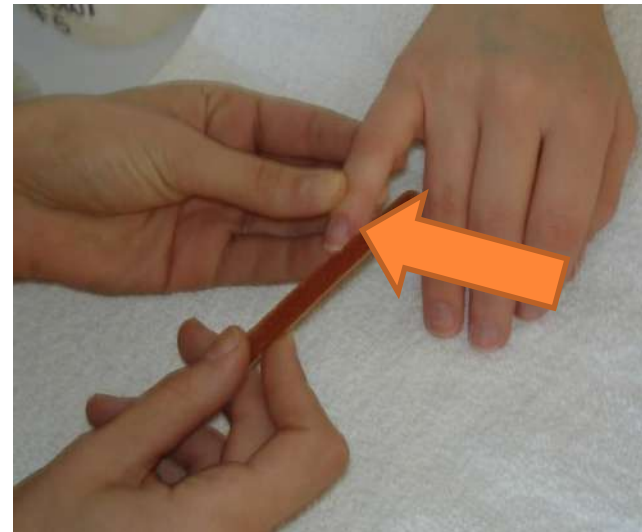


Sanitize models hand





Remove polish from 1 finger, put cap back on the remover



File from corner to center, pull nail wall down to file nails to prevent cutting the skin

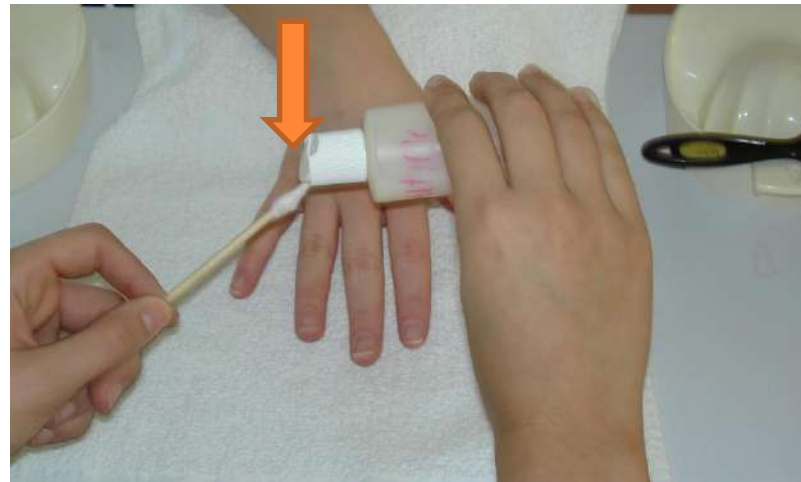


Immerses model hand in finger bowl





Feather cotton on orangewood stick  
Can be pre-wrapped



Apply cuticle remover, do NOT touch  
cotton, squeeze onto cotton



Push back cuticle all 5 nails



Cleans under free edge all 5 nails

Massages fingers and hand with lotion/cream, be careful  
Do not touch the opening of the bottle





Removes residue from 5 nail plates with alcohol/polish remover/dehydrator



Applies base coat on 5 nails



Applies 2 coats of polish smoothly and evenly on 5 nails



Applies top coat on  
5 nails



Remove any traces of polish on skin or  
cuticle, if needed

Raise hand to be graded

Pour water into towel or sink

Place supplies into zip lock and take back  
to your station and place into trash bag

Wait for further instructions



## Facial Service (model)

15 minutes

1 point each



### Procedure Criteria:

When told to take out supplies, do not set up, it's in task 1.

1. Sanitizes workstation/area
2. Sanitizes own hands using hand sanitizer
3. Secures model's hair with drape/ drapes model with towels and drape towel to protect clothing
4. Cleanses face with cleansing cream **upward and outward** using fingers to remove makeup ( Do not use circular motions )
5. Removes cleansing cream and makeup **upward and outward** with towel/tissue/ cotton/sponge ( Do not use circular motions )



## FACIAL SERVICE (MODEL)



6. Applies facial massage cream **upward & outward** using fingers
7. Ensures skin does not pull (applies more product if needed)
8. Demonstrates **one** full set of proper manipulations each for Effleurage, Petrissage, and Tapotement while maintaining continuous contact Each manipulation is performed over the entire face to be a full set. Ex: not just forehead, or chin etc., the entire face
9. Removes facial massage cream **upward and outward** with towel/tissue/cotton/sponge
10. Applies astringent, freshener or toner

Raise hand to be graded

Place waste and supplies in trash as you complete each task



## FACIAL : SAFETY CRITERIA

1POINT EACH



1. Disposes of waste material using trash bag
2. Ensures workstation/area remains sanitary by changing towels when soiled; cleaning spills; and maintaining sanitary implements/materials throughout service
3. Ensures draping is **maintained** throughout service
4. Implements/supplies pre-sanitized and labeled in English only
5. Replaces contaminated items (I.e., dropped on floor)
6. Ensures all containers remain closed when not in use
7. Kit must remain closed
8. Removes products from containers without contamination



# Facial

SANITIZES WORKSTATION / AREA



Sanitizes own hands  
Do not touch opening of  
Sanitizer with hand or palm





Secures model's hair with drape  
Drapes model with towel – drape - towel



Applying cleanser



or



Remove cleanser with towel / esthetics wipes / or sponges





Applying massage cream  
Ensure skin does not pull



Demonstrate one full set of proper manipulations  
Each for Effleurage, Petrissage, Tapotement while  
Maintaining continuous contact



Removes facial massage cream



Apply astringent, toner, or freshener  
Raise hand to be graded



# CHEMICAL SERVICES

TIME: 40 MINUTES

INCLUDES PREPARATION, VIRGIN TINT, NO-BASE VIRGIN RELAXER, AND BLEACH RETOUCH SERVICES ON MANNEQUIN

PROCEDURE CRITERIA: 1 POINT EACH

## CHEMICAL APPLICATION PREPARATION ONLY FOR VIRGIN TING, VIRGIN RELAXER, AND BLEACH RETOUCH

1. Sanitizes own hands using hand sanitizer
2. Applies chemical draping using towel, chemical cape, towel
3. Sections hair into four equal quadrants and clips hair
4. Applies protective cream around entire hairline
5. Wears protective gloves (throughout chemical services; same pair is acceptable)



# Chemical Application Preparation



Sanitizes own hands using hand sanitizer  
Do not touch opening of sanitizer with hand or palm

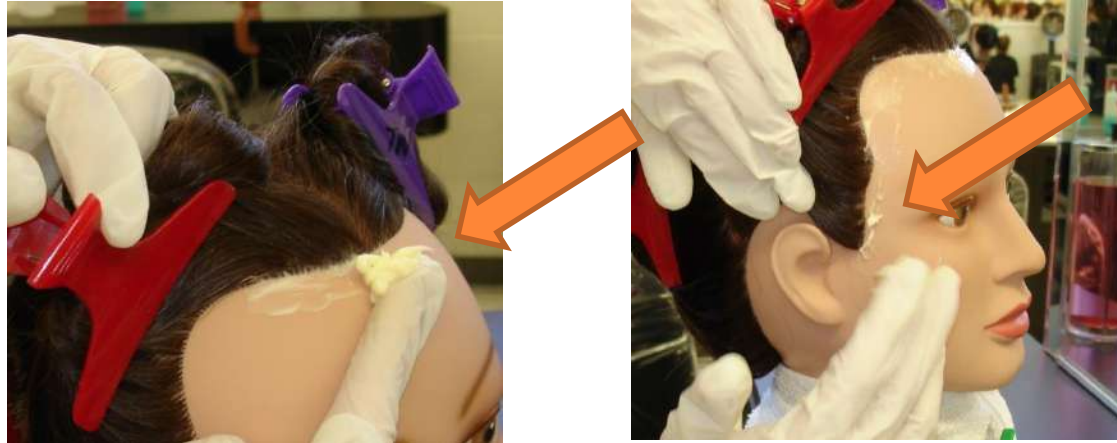


Chemical drape



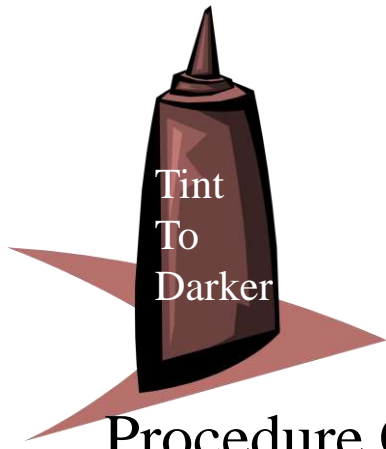
Sections hair into 4 quadrants  
Ear to ear and center hair line  
To Center nape, but in uniform  
Size





Applies protective cream around entire hair line





## Virgin Tint to darker

Right Rear Quadrant (mannequin):

**Time: 10 minutes**

**1 point each**

### Procedure Criteria

1. To right rear quadrant, Divides hair into  $\frac{1}{4}$  inch subsections
2. To entire right quadrant, applies tint from scalp to hair ends
3. Maintains even saturation of hair strands (no dry spots)
4. Ensures no chemical products are left on mannequin's facial skin or ears or neck





# Tint to Darker



Apply mock tint to right rear quadrant scalp to hair ends,  $\frac{1}{4}$  " partings





## **No-base Virgin Relaxer**

**Left Rear Quadrant (mannequin)**

**Time: 10 minutes**

**1 point each**

### **Procedure Criteria**

1. To left rear quadrant, Divides hair into  $\frac{1}{2}$  inch subsections
2. To entire left rear quadrant, applies relaxer  $\frac{1}{2}$  inch away from scalp to 1" from hair ends
3. Maintains even saturation of hair with relaxer (no dry spots)
4. Ensures no chemical products are left on mannequin's facial skin or ears



# No-base Virgin Relaxer



May be applied with brush and/or finger



Apply Relaxer  $\frac{1}{2}$  " from scalp to 1" from ends





## **Bleach Retouch**

Left Front Quadrant

**Time: 10 minutes**

1 point each

### Procedure Criteria :

1. To left front quadrant, Divides hair into 1/8 inch subsections
2. To entire left front quadrant, Applies bleach only onto 1” new growth
3. Maintains even saturation of strands with bleach (no dry spots)
4. Ensures no chemical products are left on mannequin’s facial skin or ears



# Bleach Retouch



Mock bleach applied with bottle or brush in 1/8" partings



Applied to 1 " new growth only



**SAFETY CRITERIA**  
**1 POINT EACH**

1. Disposes of waste material using trash bag
2. Ensures workstation / area remains sanitary by changing towels when soiled, cleaning spills, and maintaining sanitary
3. Ensures draping is **maintained** throughout service  
(Use a kiddie cape)
4. Implements / supplies are pre-sanitized and labeled in English only



**SAFETY CRITERIA**  
**1 POINT EACH**

4. Replaces contaminated items
5. Ensures all containers remain closed when not in use
6. Kit must remain closed
7. Removes products from containers without contamination

The mock solution may be in one container labeled

Tint to Darker on one side, Chemical Relaxer on one side and Bleach Retouch on the other side. But a clean brush must be used for each application and one bowl may be used OR 3 separate bottles or disposal bowls with lid and clean applicator for each.

Mix a little conditioner or gel into cholesterol so it will spread easier



# SHAMPOO SERVICE( MANNEQUIN )

SHAMPOO AND CONDITION, RINSE AND REMOVE TANGLES

. DO NOT BEGIN DRAPING UNTIL NEXT SECTION BEGINS

TIME: 10 MINUTES

1 POINT

Procedure Criteria :

1. Ensures shampoo and products are removed from hair

The mannequin does not need to be draped in this task

The mannequin may be place in the shampoo bowl to shampoo and condition

Only one shampoo need, two if you haven't removed all of product

If it is draped you must keep the drape maintained correctly

Take back to your station to remove tangles, but be sure to wipe up any water that may be on your station or floor





# Shampoo



Sanitizes hands and shampoo bowl



Apply shampoo to palm



Work shampoo into hair, shampoo, rinse, add conditioner, rinse



Sanitize chair, basin and hands



Take manikin to station and remove tangles.

Do not remove/change drape till next procedure begins.



# Hair Shaping Service Procedure

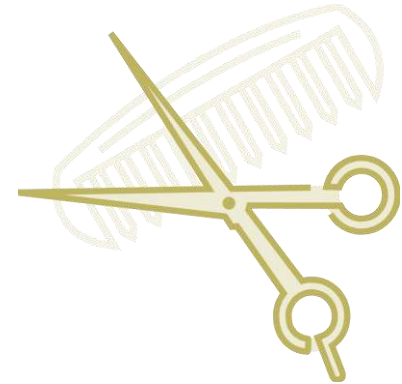
## Criteria

Remove at least 1” of hair throughout entire head performing a 90 degree layered haircut using razor w/ guard for guide line & shears

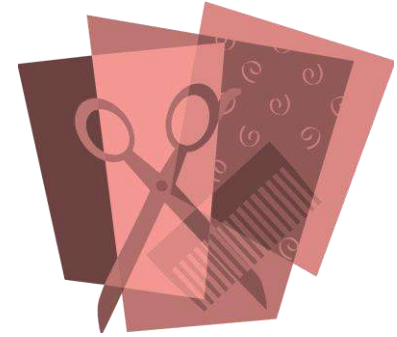
**Time: 40 minutes**

**1 point each**

1. Sanitizes own hands using hand sanitizer
2. Drapes with neckstrip & cape
3. Sections hair using any sectioning method for 90 degree layered haircut
4. Establishes entire perimeter guideline using razor to determine length
5. Palms razor throughout haircut
6. Follows established guideline throughout haircut with traveling guide using shears



# Hair Shaping



7. Palms shears throughout haircut
8. Ensures haircut is blended and even throughout
9. Ensures hair is cut with elevation
10. Removes at least 1 inch of hair throughout haircut and finished haircut is no shorter than 4 inches
11. Removes hair off workstation and sweeps hair from floor



# HAIR SHAPING

Safety Criteria: 1 point each

1. Disposes of waste material using trash bag
2. Ensures workstation/area remains sanitary by changing towels when soiled; cleaning spills; and maintaining sanitary implements/materials throughout service
3. Ensures draping is maintained throughout service
4. Implements/supplies are pre-sanitized/labeled in English only
5. Replaces contaminated items ( e.g., Dropped neck strip on floor)
6. Kit must remain closed



# HAIR SHAPING SERVICE (MANNEQUIN)



Sanitizes own hands using hand sanitizer



**Drape consists neckstrip and drape**

The 90° Haircut – must cut at least 1” off and cut to a 4” to 6” in length but no shorter than 4”





Section into 4 or 5 sections

Establishes perimeter guide

Guideline cut with razor,  
palm razor



Follows established guideline  
through out haircut

Begin 90° HC using scissors, cut  
interior guideline

Palming scissors





Cutting remainder of haircut from exterior guideline to interior guideline at a 90° angle

Check for blended cut

Remove hair from workstation and sweep hair from floor





# Permanent waving service (mannequin)

Time: 20 minutes

**Wrap 6 rods minimum in the center back of the head from crown to nape area and apply mock chemical waving solution**

Procedure criteria: 1 point each



1. Sanitizes own hands using hand sanitizer
2. Applies chemical draping; towel and chemical cape and towel
3. Sections hair equal to length of rods  
(using any portion of hair from crown to nape area)
4. Subsections hair in sections equal to diameter of rods
5. Spreads hair evenly across end papers for all 6 rods
6. Spreads hair evenly around all 6 rods



# PERMANENT WAVING SERVICE (MANNEQUIN)

7. Extends end papers beyond hair ends, preventing fishhook ends
8. Maintains consistent rod/base relationship (all on or half off) on all 6 rods
9. Wraps rods with even tension ensuring correct band placement on all 6 rods
10. Applies protective cotton around wrapped sections and put on protective gloves
11. Raise hand to have examiner come WATCH you Demonstrate the saturation of rods evenly with waving lotion on all 6 rods , ensuring excess lotion does not remain on skin (**wears protective gloves**)
12. Demonstrates a test curl to confirm curl development  
Unroll rod 1 ½ times and do NOT roll, twist or move hair, just show unrolling



# PERMANENT WAVE SERVICE



Safety Criteria: 1 point each

1. Disposes of waste material using trash bag
2. Ensures area/workstation remains sanitary by changing towels when soiled; cleaning spills; and maintaining sanitary implements/materials throughout service
3. Ensures chemical draping is maintained throughout service
4. Implements/supplies are pre-sanitized and labeled in English only



# PERMANENT WAVE SERVICE

5. Uses a clean towel for entire procedure
6. Replaces contaminated items (I.e., dropped papers and rods on floor)
7. Ensures all containers remain closed when not in use
8. Kit must remain closed

Place soiled items in zip lock/trash raise hand to be graded





Sanitize own hands



Work area orderly  
Chemical Drape



**Center back of the  
head section the  
width and length of  
rod selection**



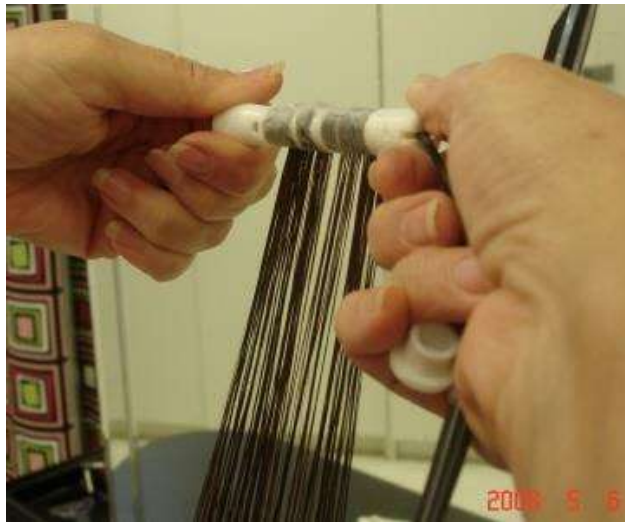
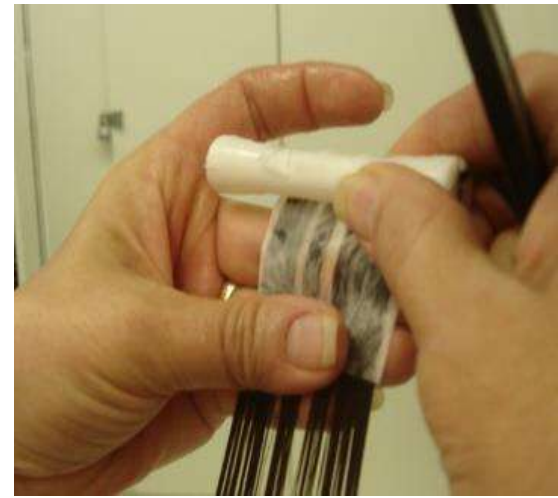


1/2" perm paper extended beyond hair ends , preventing fishhook ends





Begin rolling  
with perm paper  
on first turn to  
prevent fishhooks



Wraps rods for even tension





Band place on top of rod and not on the scalp



Applies protective cotton around rods







- Raise hand so examiner can watch you
- Demonstrate the application of mock perm solution
- Demonstrate performing a test curl
- Dispose of waste materials and place supplies in zip lock and place in trash bag



# Curl Demo and Roller Placement

Complete 1 on-base roller in top center area, 1 no-stem flat pincurl on right side of head and a three-ridge fingerwave (4x2) behind roller.

**Time:15 minutes**

**1 point each**



## Procedure Criteria:

1. Sanitizes own hands using hand sanitizer
2. Subsections hair in sections equal to diameter of roller (on base roller can be place any where in top section from hair line to crown (apex))
3. In top center area completes on-base roller placement and ensures roller is anchored properly
4. On **right** side of head completes no stem pincurl and anchors properly
5. **Behind** roller placement, completes three-ridge finger wave 4” wide and 1” apart



# CURL DEMO AND ROLLER PLACEMENT

COMPLETE ONE ON-BASE PLACEMENT IN TOP CENTER AREA,  
ONE NO-STEM FLAT PINCURL ON RIGHT SIDE OF HEAD AND A  
THREE RIDGE FINGER WAVE BEHIND ROLLER PLACEMENT

Safety criteria: 1 point each

1. Disposes of waste material using trash bag
2. Ensures area/workstation remains sanitary by changing towels when soiled; cleaning spills; and maintaining sanitary implements/materials throughout service
3. **Maintains** chemical drape, towel, chemical cape, towel



# CURL DEMO AND ROLLER PLACEMENT

4. Implements/supplies pre-sanitized/labeled and labeled in English only
5. Replaces contaminated items (i.e., dropped roller on floor)
6. Ensures all containers remain closed when not in use
7. Kit must remain closed
8. Removes products from containers without contamination



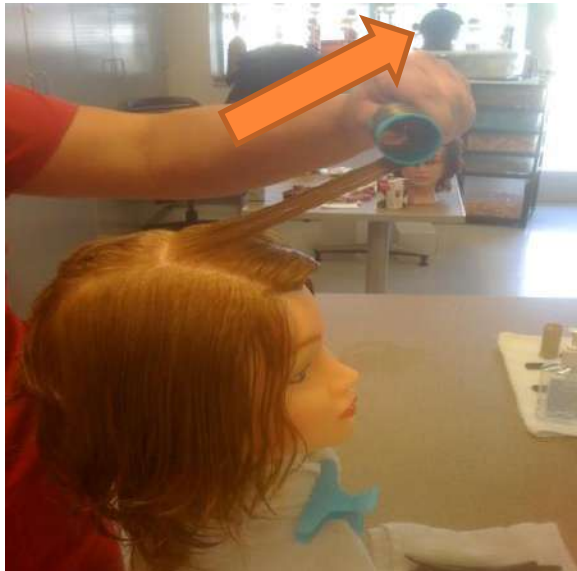
# CURL DEMO



Sanitizes own hands



Length and width of roller determines the base



On –base  
roller placed  
on top center  
area



# Curl Demo

Clip at base and stem, not on curl



Do not clip  
Across the curl  
With clippie

Pin curl placed right side of head  
and anchors properly



Fingerwave is 4" wide



## Curl Demo



Begin fingerwave behind  
Roller placement



1" between each ridge,  
3 Ridges required



# **Blow Drying and Thermal Curling Service (Mannequin)**

**Time Allowed: 20 minutes**

**1 point each**

**In right front quadrant, blow dry wet hair and complete one off-base curl using Marcel curling iron**



Procedure criteria:

1. Sanitizes own hands using hand sanitizer
2. Blow dries wet hair in right front quadrant, using a vent/round brush
3. Ensures hair is tangle-free
4. Tests iron for proper temperature by clamping down on tissue paper / neckstrip
5. Subsections hair such that width and length of partings are equivalent to barrel size





## BLOW DRYING AND THERMAL CURLING SERVICE

6. Subsections are no longer than 3"
7. Rolls/manipulates iron to establish a base
8. Protects scalp with comb
9. Places curl off-base
10. Ensures smooth, open curl formation without securing with clips



**DO NOT** remove cape, dispose of towels, or clean area

This is done on the next task 1-2-3, you will lose points if you do this at this time



# BLOW DRYING AND THERMAL CURLING

Safety criteria: 1 point each

1. Disposes of waste material using trash bag
2. Ensures area/workstation remains sanitary by changing towels when soiled; cleaning spills; and maintaining sanitary implements/materials throughout service
3. Ensures draping is maintained throughout service
4. Implements/supplies pre-sanitized and labeled in English only
5. Replaces contaminated items
6. Kit must remain closed





Sanitize own hands



Dries front right quadrant  
ONLY



Test iron for temperature



Base is width of  
Curling iron

Subsections hair equal to barrel size  
And no longer than 3" (size of roller)



Rolls iron to establish base ,  
Heats the base





Curls hair and places curl off-base



Protects scalp w/comb



Off base curl , smooth, open curl formation  
DO NOT remove drape, towel, neckstrip, or sanitize area  
This is done next in the End of Exam Disinfection



# END OF EXAM DISINFECTION

TIME ALLOWED: 10 MINUTES

THE FOLLOWING CRITERIA ARE TESTED AT THE END OF THE PRACTICAL EXAM.



Rating criteria 1 point each:

1. Removes cape
2. Disposes of used towels(s), cape(s), neckstrip(s) and glove(s)
3. Disinfects work surfaces with approved EPA-registered disinfectant

( This is your station top and manicure table )



**4. Sanitizes own hands using hand sanitizer**

5. Cleans and sanitizes workstation area, chair and mirror



6. Removes all supplies, materials and / or personal belongings

You will have a seat until they give you the results of your exam.

Leave the building

