



Charles Persinger
Executive Director

West Virginia State Board of Barbers and Cosmetologists

1201 Dunbar Avenue
Dunbar, West Virginia 25064
Tel: 304.558.2924 Fax: 304.558.3450
www.wvbbc.org

SHAMPOO ASSISTANT APPLICATION

This application is for an individual wanting to be a shampoo assistant in a licensed facility.

Scope of Practice for Shampoo Assistant: the practice of shampooing and rinsing hair, removing rollers or permanent rods, cleanses or performs other sink-related functions that do not require the skill of a licensee.

Documentation Needed with Application

- \$35.00 Fee
- Health Certificate (TB Test Results, etc.)
- Copy of High School Diploma, GED, ABT Test or Letter of enrollment in high school from administrator
- Proof of 3 Hours Sanitation Training (by a Continuing Education Provider, licensed school, county health board). **All other sanitation training courses must be pre-approved by Board.**
- Copy of Social Security Card
- Copy of Government Issued ID (driver's license, etc.)

APPLICANT INFORMATION *Information on Shampoo Assistant.*

Name Date of Birth

Address SSN

City State Zip Code Phone

Email

I understand that I must possess, while working, and show government issued identification to Board inspector if requested. I also understand that I cannot perform any service that exceeds shampooing/rinsing hair or removing rollers/permanent rods or other sink related functions as it pertains to the beauty industry.

Applicant Signature Date

SHOP INFORMATION *Shop which will employ applicant above as a Shampoo Assistant.*

Shop Name Shop License #

Shop Address Shop Phone

City State Zip Code Shop County

Shop Owner Owner's License #

Shop Manager Manager's License #

I understand that the Shampoo Assistant can only shampoo/rinse hair, remove rollers/permanent rods or other sink related functions. I understand that I may be fined (1st offense-\$500, 2nd offense-\$1,000, 3rd offense-Brought before Board for further disciplinary action) for an unlicensed worker should the Shampoo Assistant exceed his/her scope of practice. I further understand that shop owners/managers are responsible for ensuring Shampoo Assistant(s) follow all laws and rules of the Board.

Owner/Manager Signature Date