



COLORADO

**Division of Private
Occupational Schools**

Department of Higher Education

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TO: Private Occupational Schools offering Cosmetology, Esthetician or Nail Technician Training

FROM: Colorado Board of Private Occupational Schools

DATE: September 3, 2020

RE: Advanced Training as part of Cosmetology, Esthetician and Nail Technician Programs

Issue:

Advanced training is offered to students as part of a Cosmetology, Esthetician or Nail Technician program prior to licensure. This includes enrolling students in advanced training after the students have completed a portion of qualifying education in a Cosmetology, Esthetician or Nail Technician program.

- While advanced training as part of a curriculum may be desirable for students who want to be able to offer advanced services upon graduation, the advanced training is designed to further the professional's knowledge and skills to enhance their practice.

Board Required Action:

Advanced training can only be offered to licensed cosmetologists, estheticians, and nail technicians:

- All advanced training must be completed after the professional license has been obtained.
- Advanced training will not be included as part of the qualifying education for Cosmetology, Esthetician and Nail Technician programs.
- Proof of licensure verification must be included as part of the enrollment process for advanced training and listed as a prerequisite for advanced training courses.



Next Steps:

Private Occupational Schools must:

- Review current curriculum and revise programs that include advanced training as part of the qualifying education.
 - As a reminder, the professional licensure prerequisite must be met prior to enrolling a student in Advanced training.
- Update:
 - School Catalog(s) and marketing materials (i.e., websites, social media, etc.) to reflect offering advanced education after licensure.
 - Program Approval Form - to reflect any updates to the curriculum hours
 - Enrollment Agreement - to reflect any updates to the curriculum hours
 - Course Syllabi - to reflect any updates to course content
- Submit the updated items listed above to your school's assigned Program Specialist via email.

The Enrollment Agreement between a student and the school is a contract that outlines what education the school will offer. To ensure this contract with the student is honored, the school's current cohort can complete the program as outlined in their signed Enrollment Agreement.

Future cohorts will be required to complete qualifying education, obtain their professional license, and return to enroll in advanced training.

