# COSMETOLOGY APPRENTICE DAILY RECORDS

Cosmetica
Cosmetology & Barbering Unilateral Apprenticeship Committe #05083

*The curriculum for an apprentice enrolled in a BARBERING apprenticeship course shall consist of thirty-two hundred(3,200) hours of technical instruction and practical training covering all practices constituting the art of cosmetology pursuant to Section 7316 of the Barbering and Cosmetology Act. Includes professional ethics, salesmanship, decorum, record keeping, and client service records*

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Month: _____ Year: _____ License # CA: _____

License From: _____ to: _____

Apprentice Name: _____

Apprentice Address: _____ City: _____ Zip: _____

Apprentice Phone: _____

Salon Name: _____

Salon Address: _____ City: _____ Zip: _____

Salon Phone: _____

Trainer #1 Name: _____ Trainer #2 Name: _____

| ITEM | On the Job Trainig Hours & Curriculum of Cosmetology | Technical instruction and practical training shall include following hours | Training Period: | 1 | 0 to 1,600 hrs. $11.00 | 2 | 1,601 to 3,200 hrs. $11.50 | The employer must submit proof of workers comp & proof of payroll to Cosmetica by the first month from when the apprentice received license and started working | This Months | Last Month | Grand Total |
|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | Days of the Month | | | | | | | | |
| | | | 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 | | | | | | | | |
| A | Hairstyling | 800 | | | | | | | | | |
| B | Permanent Waving And Chemical Straightening | 400 | | | | | | | | | |
| C | Hair Coloring And Bleaching | 500 | | | | | | | | | |
| D | Hair Cutting | 900 | | | | | | | | | |
| E | Manual Electrical And Chemical Facials | 100 | | | | | | | | | |
| F | Eyebrow Beautification | 100 | | | | | | | | | |
| G | Manicuring And Pedicuring | 100 | | | | | | | | | |
| H | Artificial Nails And Wraps | 100 | | | | | | | | | |
| I | Laws and Regulations | 40 | | | | | | | | | |
| J | Health And Safety | 70 | | | | | | | | | |
| K | Disenfection And Sanitation | 50 | | | | | | | | | |
| L | Anatomy And Physiology | 40 | | | | | | | | | |
| | ***(3,200 HOURS) Total OJT Hours(Establishment)*** *The student must work on the establishment a minimum of 32 hours and maximum of 40 hours per week and must be supervisde all the time by the approved trainer.* | **3200 Establishment (Work) Hours** | | | | | | | | | |
| | ***(240 HOURS) Total Related Training(Classroom)*** *Students are required to attend twice a month to school during the 2 year period totaling to 240 Related training hours* | **240 Related Training (Classroom) Hours** | | | | | | | | | |

The Apprentice trainer shall present a copy of the apprentice daily work records to the Board or it's representatives upon demand. These work records shall include the name of the Apprentice employed, the date apprentice works, the number hourd worked, and the work processes performed on those dates and the trainer's name.

_____
*Signature of Owner/Trainer*

_____
*Signature of Apprentice*

The Apprentice must turn in the daily work records signed by the owner or the trainer to Cosmetica before the 15th of every month.

*For more information on how to fill out or download Barber Apprentice Daily Records, go to:* http://cosmeticaedu.com/