

**2105.0200 LICENSE RENEWAL FOR INDIVIDUALS.**

Subpart 1. **Application.** All licenses expire on the last day of the individual's birth month of the year due and each licensee is responsible for renewing the licensee's license. An individual who does not renew the licensee's license by the last day of the birth month of the year in which it is due is considered unlicensed as of the first day of the following month. Failure to receive a notice of renewal from the board does not constitute a valid excuse for not renewing the license.

Subp. 2. **Practical and educational requirements.** The licensee shall establish that the licensee's knowledge and skills are up to date, by meeting the following requirements no later than the expiration of the licensee's current license:

A. A cosmetologist, nail technician, esthetician, or salon manager shall provide documentation of:

(1) having practiced in a licensed salon for at least 1,800 hours at any time within the three years prior to the license expiration, or 400 hours acquired through approximately regular weekly experience within each of the last three years, or successfully completed an approved refresher course, of at least 40 hours, within the three years prior to the license expiration or reactivation; and

(2) four credit hours of continuing education credits from a board-licensed cosmetology school, a Minnesota-licensed postsecondary school, or a board-recognized professional association of cosmetology, including one credit pertaining to state cosmetology laws and rules, and three credit hours related to health, safety, and sanitation matters. The four credit hours must be completed within the three years prior to the license expiration and are valid for only one license renewal period. Licensees must retain proof of the continuing education credits for one year after the license renewal. Continuing education credits are required of licensees renewing a license on or after August 1, 2014. An individual holding more than one operator or salon manager license may use the same four credit hours to renew both licenses if the credit hours were completed within the three years prior to the license renewal.

B. An instructor shall provide evidence of having successfully completed 45 hours of continuing education approved by the board, within three years before the license expiration or reactivation, including at least 15 hours of teaching-related material and 15 hours related to analysis and use of professional clinical products. To renew the instructor's license, the instructor must have an active operator or salon manager license in the area in which the instructor holds an instructor's license. No later than June 30, 2014, the board must grant an active operator license to instructors who had an expired operator license on August 1, 2013, and grant an active salon manager license to instructors who had an expired salon manager license on August 1, 2013.

C. A school manager must maintain an active salon manager's license, and provide documentation of having practiced in a licensed school as a school manager for at least 1,800 hours at any time within the three years prior to the license expiration, or 400 hours acquired through approximately regular weekly experience within each of the last three years, or successfully completed an approved refresher course, of at least 40 hours, within the three years prior to the license expiration or reactivation. No later than June 30, 2014, the board must grant an active salon manager license to school managers who did not hold an active salon manager license on August 1, 2013.

Subp. 3. **Fee.** The licensee shall pay the fees as required by Minnesota Statutes, section 155A.25, before the expiration of the current license.

Subp. 4. **Inactive license.** An applicant who has ceased all practice of cosmetology and who wishes to receive an inactive license shall meet the requirements of subparts 1 and 3. An inactive license shall not authorize any individual to engage in the practice of cosmetology as defined in Minnesota Statutes, section 155A.23, subdivision 3.

**Statutory Authority:** *MS s 14.388; 45.023; 154.45; 154.47; 154.48; 155A.05; 155A.08; 155A.09; 155A.26; 155A.29; 155A.30*

**History:** *10 SR 474; 11 SR 389; 13 SR 1056; 22 SR 594; L 2005 c 27 s 9; L 2009 c 78 art 6 s 26; 35 SR 801; L 2013 c 85 art 5 s 49; 38 SR 778*

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