



NATIONAL *HAIR REMOVAL*  
PRACTICAL EXAMINATION

CANDIDATE INFORMATION BULLETIN (CIB)

**EXAMINATION CONTENT AND IMPORTANT ADMINISTRATION INSTRUCTIONS**

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*Please visit your official examination provider website OR [www.nicesting.org](http://www.nicesting.org), for the most current bulletin prior to testing.*

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**The NIC National Hair Removal Practical Examination is the licensure examination for Hair Removal, which is developed by the National-Interstate Council of State Boards of Cosmetology (NIC).**

**This bulletin contains IMPORTANT INFORMATION regarding the NIC National Hair Removal Practical Examination content and administration for Hair Removal core services and additional sections.**

- **References** – This provides a list of references used to develop and support the content covered in NIC examinations.  
The references will always be the same for both Theory and Practical examinations.

**BE CERTAIN TO DOWNLOAD AND/OR PRINT AND REVIEW ALL DOCUMENTS THAT MAKE UP THE NIC EXAMINATION CIB.**

**PLEASE REVIEW ALL INFORMATION CAREFULLY!**

**IMPORTANT INSTRUCTIONS**

- Do not leave the examination area without permission. Permission must be obtained to leave the examination area for any reason, including restroom usage or at the completion of the examination.  
**Picture ID is required for re-entry into the examination.**
- Candidates are required to bring a supply kit for their own use.
  - It is the candidate's responsibility to make certain they have a sufficient quantity of supplies that have been properly cleaned and disinfected and that implements are in proper working order.
  - The kit will be used during the examination as dry storage and is considered part of the work area. The kit must be kept closed (e.g., completely zipped or lid tightly closed) except when removing materials for a particular service.
  - Candidates may remove items, supplies, etc., from the kit at any time, however nothing may be returned to the kit.
  - All examinations are administered in a testing environment.
  - Candidates are evaluated at all times. Continue working until you have completed the entire section or time has elapsed.
- Due to standardization of the NIC National Examinations. Proctors and examiners are required to adhere to the following standards:
  - The verbal instructions will be read twice for each section of the examination.
  - With the exception of verbal instructions, the proctors are not allowed to communicate with candidates.
  - Examiners are not allowed to speak with candidates.

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Candidates requesting information during the examination will be told one of the following statements:

- “Do the best you can with what you have available.”
- “Do as you were taught.”
- If a candidate experiences an emergency situation, please notify the proctor by raising your hand.
- Candidates will be given time to set up the universal (also known as general) supplies they will use throughout the examination.
  - Each section of the examination has a maximum time allowance, with the exception of those specified as untimed sections.
  - Once a candidate have completed all tasks in the section, please step back or turn the hand toward the examiner (in the case of nail sections) to indicate they have finished.
  - In the event that all candidates complete a section before the time has elapsed, the examiners will proceed to the next section of the examination.
  - When the timer goes off, all candidates must stop working and step back or turn the hand toward the examiner (in the case of nail services) IMMEDIATELY.
- During all phases of the examination, candidates must follow all appropriate public protection and infection control procedures and maintain a safe work area.
  - In the event of a blood exposure incident, candidates will be expected to follow the NIC Blood Exposure Procedure.

**Failure to do so may result in your dismissal from the examination.**

- *Be sure to contact your examination provider to obtain the most current version of, and any addendums, to the NIC Blood Exposure Procedure, OR go to [www.nictesting.org](http://www.nictesting.org) for a current downloadable copy.*
- **If a candidate does not follow infection control procedures or allows the work area to become and remain unsafe, the result may be a failing score for the examination.**
- The following provides examples of materials and actions that are prohibited during the examination administration:
  - Possession of cellular phones, pagers, tablets, computers, projectors, cameras, or any other electronic or recording devices, printed materials, or handwritten notes.
  - Purses, bags, coats, hats, and any other personal items not directly needed to complete the examination, are not allowed.
  - Exhibiting disruptive behavior.
  - Communicating to other candidates or any examiner.
- *The above referenced items or actions are not an exhaustive list. Failure to comply with any of these conditions or exhibiting ANY behavior that suggests an effort to cheat will result in the immediate dismissal from the examination and the candidate’s actions reported to the proper authorities.*
- **All supplies must be labeled in English.** When an original manufacturer's label is required, there can be NO handwritten or any other type of labeling. Original manufacturers’ labels must have English and may also include other languages. All non-manufacturers created labels must be only in English.
  - Original manufacturer’s labels are *required* for all disinfectants and hand sanitizers.
  - An EPA-registered, hospital-grade disinfectant that demonstrates bactericidal, fungicidal, and virucidal properties must be used. Please refer to the “*Suggested Examination Supplies*”

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section to see any further state-specific requirements for supplies and products.

- Simulated products are *not* allowed for disinfectants and hand sanitizers.
- **NO AEROSOLS** are allowed in the testing environment
- Candidates are to perform all tasks, utilizing products and supplies, and as they were taught. There is however, a section titled “*Suggested Examination Supplies*” provided following the “Content Domains” section of this bulletin for items that a candidate may *possibly* utilize in a section.

### **SPECIAL ATTENTION!**

The following information is vital and specific to the  
National Hair Removal Practical Examination:

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- Candidates will be told when to plug in and power on their wax pot.
- Candidates will be evaluated on proper designation of materials that are disposed. You are required to bring and use the following supplies for the appropriate disposal of materials:
  - Container labeled “to be disinfected”
  - Container labeled “soiled linens”
  - Container labeled “trash”
- It is specified that there is **more than one client** represented for the purpose of this examination. A new client is introduced and must be prepared for during the course of the examination (see Hair Removal Practical Examination Content Domains Sections).
- The following sections are **new** to the Hair Removal Practical Examination:
  - Blood Exposure Procedure (Content Domain Section 7)
  - Hair Removal of the Underarm Using Sugar Paste (Additional section 8)
  - Hair Removal of the Eyebrow Using Threading (Additional section 9)

#### **Candidates are expected to brace any time they are working around the eye and mouth areas.**

- Candidates are not allowed to label products as single-use items.
- Use of single-use products may result in a failing score for the examination.
- An actual “soft wax” AND an actual “hard wax” are used in the Hair Removal Examination. No simulated wax may be used.
- You will be advised by the examination staff to plug in your wax pots after entering the examination area.
- Candidates will supply an actual model that will submit to all phases of the Hair Removal examination. NO mannequins may be used.

## **CONTENT DOMAINS**

### **1. WORK AREA AND CLIENT PREPARATION, AND SET UP OF SUPPLIES (15 minutes)**

**Proctor – Verbal Instructions:** Read to all candidates:

*“You will prepare your work area for your client.”*

*“You will set up the universal supplies you will use throughout the examination.”*

*“You will also set up the supplies for the following sections of the examination:*

*Hair removal on the eyebrows by tweezing and using soft wax,*

*Hair removal on the lower leg using soft wax.”*

*“You will prepare your client for services.”*

*“You will be expected to follow all client protection, safety and infection control procedures.”*

*“You will have 15 minutes to complete this section.”*

*“You will be informed when you have 8 minutes remaining.”*

*“Do not demonstrate any procedures until the verbal instructions are given and you are instructed to begin.”*

*“Step back to indicate you have finished.”*

**(1)** *“The instructions will be repeated.”*

**(2)** *“You may begin.”*

**Candidates will be evaluated on the following tasks:**

- 1.1 Disinfects all work areas completely with product labeled in English as EPA-registered, hospital-grade disinfectant**
- 1.2 Sanitizes hands with product labeled in English**
- 1.3 Universal supplies are labeled in English**
- 1.4 Items to be disinfected, soiled linens, and trash are disposed of in a correct manner throughout section**

**Proctor – Verbal Instructions:** Read if all candidates have stepped back to indicate they have completed the section before timing has elapsed:

*“All candidates have indicated they have completed this section of the examination, we will now proceed.”*

**Proctor – Verbal Instructions:** Read if the timer goes off before all candidates have stepped back:

*“Please stop working.”*

## 2. HAIR REMOVAL ON THE EYEBROWS BY TWEEZING AND USING SOFT WAX (Untimed)

**Proctor – Verbal Instructions:** Read to all candidates:

*“You will perform hair removal on the eyebrows.”*

*“You will demonstrate tweezing on one eyebrow.”*

*“You will demonstrate using soft wax on the other eyebrow.”*

*“You will be expected to brace when working around the eyes.”*

*“You will be expected to follow all client protection, safety and infection control procedures.”*

*“You will be instructed individually by the examiner to demonstrate the tweezing and soft wax procedures.”*

*“This is an untimed section.”*

*“Do not begin to demonstrate the tweezing and soft wax procedures until instructed individually by the examiner to do so.”*

**(1)** *“The instructions will be repeated.”*

**Candidates will be evaluated on the following tasks:**

**2.1** Hair removal on the eyebrow supplies are labeled in English

**2.2** Implements and supplies are visibly clean

### HAIR REMOVAL ON EYEBROW – TWEEZING

**Examiner – Verbal Instructions:** Read to each candidate individually:

*“Please demonstrate hair removal on the eyebrow by tweezing.”*

**2.3** Demonstrates hair removal by tweezing procedure

### HAIR REMOVAL ON EYEBROW – SOFT WAX

**Examiner – Verbal Instructions:** Read to each candidate individually:

*“Please demonstrate hair removal on the eyebrow using soft wax.”*

**2.4** Demonstrates soft wax application process on entire length of eyebrow

**2.5** Demonstrates soft wax removal process on entire length of eyebrow

**2.6** Conclusion of hair removal procedure using soft wax on entire length of eyebrow

**Examiner – Verbal Instruction:** Read to each candidate individually after hair removal of the eyebrow by tweezing and soft wax has been examined:

*“Please step back and do nothing until the next verbal instructions are given.”*

- 2.7 Maintains draping throughout section
- 2.8 Items to be disinfected, soiled linens, and trash are disposed of in a correct manner throughout the section

**Proctor – Verbal Instructions:** Read to all candidates once examiners have completed assessment for this section:

*“All examiners have indicated they are ready to proceed.”*

### **3. HAIR REMOVAL ON THE LOWER LEG INCLUDING THE KNEE USING SOFT WAX (15 minutes)**

**Proctor – Verbal Instructions:** Read to all candidates:

*“You will perform hair removal on the lower leg including the knee.”*

*“You will demonstrate the procedure on the entire front of one lower leg including the knee.”*

*“You will be expected to follow all client protection, safety and infection control procedures.”*

*“You will have 15 minutes to complete this section.”*

*“You will be informed when you have 8 minutes remaining.”*

*“Step back to indicate you have finished.”*

**(1)** *“The instructions will be repeated.”*

**(2)** *“You may begin.”*

**Candidates will be evaluated on the following tasks:**

- 3.1 Hair removal on the lower leg supplies are labeled in English
- 3.2 Implements and supplies are visibly clean
- 3.3 Demonstrates soft wax application process on entire front of lower leg including knee
- 3.4 Demonstrates soft wax removal process on entire front of lower leg including knee
- 3.5 Conclusion of hair removal procedure on entire front of lower leg including knee
- 3.6 Maintains draping throughout section
- 3.7 Items to be disinfected, soiled linens, and trash are disposed of in a correct manner throughout the section

**Proctor – Verbal Instructions:** Read if all candidates have stepped back to indicate they have completed the section before timing has elapsed:

*“All candidates have indicated they have completed this section of the examination, we will now proceed.”*

**Proctor – Verbal Instructions:** Read if the timer goes off before all candidates have stepped back:

*“Please stop working.”*

#### 4. WORK AREA AND NEW CLIENT PREPARATION, AND SET UP OF SUPPLIES (15 minutes)

**Proctor – Verbal Instructions:** Read to all candidates:

*“You will breakdown your work area and dispose of supplies used in the previous sections of this examination.”*

*“You will prepare your work area for a NEW client.”*

*“You will set up the universal supplies you will use for the remainder of the examination.”*

*“You will also set up the supplies for the following sections of the examination:*

*Hair removal on the upper lip using hard wax,*

*Hair removal on the underarm using hard wax.”*

*“You will prepare your client for services.”*

*“You will be expected to follow all client protection, safety and infection control procedures.”*

*“You will have 15 minutes to complete this section.”*

*“You will be informed when you have 8 minutes remaining.”*

*“Do not demonstrate any procedures until the verbal instructions are given and you are instructed to begin.”*

*“Step back to indicate you have finished.”*

*(1) “The instructions will be repeated.”*

*(2) “You may begin.”*

**Candidates will be evaluated on the following tasks:**

- 4.1 Disinfects all work areas completely with product labeled in English as EPA-registered, hospital-grade disinfectant**
- 4.2 Sanitizes hands with product labeled in English**
- 4.3 Universal supplies are labeled in English**
- 4.4 Items to be disinfected, soiled linens, and trash are disposed of in a correct manner throughout section**

**Proctor – Verbal Instructions:** Read if all candidates have stepped back to indicate they have completed the section before timing has elapsed:

*“All candidates have indicated they have completed this section of the examination, we will now proceed.”*

**Proctor – Verbal Instructions:** Read if the timer goes off before all candidates have stepped back:

*“Please stop working.”*



## 5. HAIR REMOVAL ON THE UPPER LIP USING HARD WAX (10 minutes)

**Proctor – Verbal Instructions:** Read to all candidates:

*“You will perform hair removal on the upper lip.”*

*“You will demonstrate the procedure on the entire upper lip.”*

*“You will be expected to follow all client protection, safety and infection control procedures.”*

*“You will have 10 minutes to complete this section.”*

*“You will be informed when you have 5 minutes remaining.”*

*“Step back to indicate you have finished.”*

**(1)** *“The instructions will be repeated.”*

**(2)** *“You may begin.”*

**Candidates will be evaluated on the following tasks:**

- 5.1 Hair removal on the upper lip supplies are labeled in English**
- 5.2 Implements and supplies are visibly clean**
- 5.3 Demonstrates hard wax application process on entire upper lip**
- 5.4 Demonstrates hard wax removal process on entire upper lip**
- 5.5 Conclusion of hair removal procedure on upper lip**
- 5.6 Maintains draping throughout section**
- 5.7 Items to be disinfected, soiled linens, and trash are disposed of in a correct manner throughout the section**

**Proctor – Verbal Instructions:** Read if all candidates have stepped back to indicate they have completed the section before timing has elapsed:

*“All candidates have indicated they have completed this section of the examination, we will now proceed.”*

**Proctor – Verbal Instructions:** Read if the timer goes off before all candidates have stepped back:

*“Please stop working.”*

## 6. HAIR REMOVAL ON THE UNDERARM USING HARD WAX (10 MINUTES)

**Proctor – Verbal Instructions:** Read to all candidates:

*“You will perform hair removal on the underarm.”*

*“You will demonstrate the procedure on one entire underarm.”*

*“You will be expected to follow all client protection, safety and infection control procedures.”*

*“You will have 10 minutes to complete this section.”*

*“You will be informed when you have 5 minutes remaining.”*

*“Step back to indicate you have finished.”*

**(1)** *“The instructions will be repeated.”*



(2) "You may begin."

**Candidates will be evaluated on the following tasks:**

- 6.1 Hair removal on the underarm supplies are labeled in English
- 6.2 Implements and supplies are visibly clean
- 6.3 Demonstrates hard wax application process on entire underarm
- 6.4 Demonstrates hard wax removal process on one entire underarm
- 6.5 Conclusion of hair removal on underarm procedure
- 6.6 Maintains draping throughout section
- 6.7 Items to be disinfected, soiled linens, and trash are disposed of in a correct manner throughout the section

**Proctor – Verbal Instructions:** Read if all candidates have stepped back to indicate they have completed the section before timing has elapsed:

*"All candidates have indicated they have completed this section of the examination, we will now proceed."*

**Proctor – Verbal Instructions:** Read if the timer goes off before all candidates have stepped back:

*"Please stop working."*

## 7. BLOOD EXPOSURE PROCEDURE (10 minutes)

**Proctor – Verbal Instructions:** Read to all candidates:

*"You will demonstrate the blood exposure procedure."*

*"You will imagine the following scenario: During a service, your client has sustained a minor cut to the forehead. The injury is such that you can continue with the service. You have not come in contact with the blood and your work area has not been contaminated. You are expected to demonstrate the proper procedure for a blood exposure."*

*"You will be expected to follow all client protection, safety and infection control procedures."*

*"You will have 10 minutes to complete this section."*

*"You will be informed when you have 5 minutes remaining."*

*"Step back to indicate you have finished."*

(1) *"The instructions will be repeated."*

(2) *"You may begin."*

**Candidates will be evaluated on the following tasks:**

- 7.1 Blood exposure supplies are labeled in English
- 7.2 Removes materials from first aid kit

- 7.3 Supplies and materials are visibly clean
- 7.4 Candidate wears gloves
- 7.5 Cleans injured area with antiseptic
- 7.6 Covers with dressing that is absorbent and secured
- 7.7 Disposes of all contaminated supplies

**Proctor – Verbal Instructions:** Read if all candidates have stepped back to indicate they have completed the section before timing has elapsed:

*“All candidates have indicated they have completed this section of the examination, we will now proceed.”*

**Proctor – Verbal Instructions:** Read if the timer goes off before all candidates have stepped back:

*“Please stop working.”*

### CANDIDATE CLEANUP AND FINAL SUMMARY

**Proctor – Verbal Instructions:** Read to all candidates at the conclusion of the examination:

*“All examiners have indicated they have completed their assessment.”*

*“Make sure that all kit supplies and disposable materials are taken with you.”*

*“This concludes the National Interstate Council of State Boards of Cosmetology, National Hair Removal Technician Practical Examination.”*

*“Thank you for your participation.”*

## **SUGGESTED EXAMINATION SUPPLIES**

### **Suggested supply list:**

- This is a list of suggested supplies for the practical examination.
- Candidates are responsible for bringing all needed materials, even if not included on this list.

### **Information related to labeling of supplies:**

- ALL supplies must be labeled in English
- No other languages can be present unless an original manufacturer's label is present
- Original manufacturers' labels MUST have English and may be multi-language
- All other created labels must be only English

### **EXAMINATION UNIVERSAL/GENERAL SUPPLIES**

- candidate supply kit to serve as dry storage area (must be closeable)
- hospital grade (level), EPA-registered disinfectant with manufacturer's label that demonstrates bactericidal, fungicidal and virucidal properties must be used (must be actual disinfectant)
- hand sanitizer and manufacturer's label (must be actual hand sanitizer)
- container labeled "items to be disinfected" (recommended: free-standing paper sack with plastic liner)
- container labeled "soiled linens" (recommended: free-standing paper sack with plastic liner)
- container labeled "trash" (recommended: free-standing paper sack with plastic liner)
- first aid kit
- paper towels
- gloves

### **SOFT WAX - UNIVERSAL/GENERAL SUPPLIES**

- wax pot with actual soft wax (MUST be real soft wax. Only bring enough to wax the eyebrow and leg)
- head and body drape(s)
- wax strips
- wax applicators
- spatulas
- antiseptic
- post epilation product(s)

### **HAIR REMOVAL OF THE EYEBROWS BY TWEEZING AND USING SOFT WAX SUPPLIES**

- hair band or draping
- tweezers

### **HAIR REMOVAL ON THE LOWER LEG INCLUDING THE KNEE USING SOFT WAX**

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- body drape

### **HARD WAX – UNIVERSAL/GENERAL SUPPLIES**

- wax pot with actual hard wax (MUST be real hard wax. Only bring enough to wax the upper lip and underarm)
- head and body drape(s)
- spatulas
- wax applicators
- antiseptic
- powder, baking soda (if used)
- post epilation product(s)

### **HAIR REMOVAL OF UPPER LIP USING HARD WAX SUPPLIES**

- hair band or draping
- antiseptic
- wax heater
- actual hard wax (only enough to wax the upper lip)
- post-epilation product

### **HAIR REMOVAL ON THE UNDERARM USING HARD WAX SUPPLIES**

- body drape
- hair band or draping

### **BLOOD EXPOSURE PROCEDURE SUPPLIES**

- additional bag for disposal of blood-contaminated materials