



BARBER SCHOOL PERMIT APPLICATION
 NORTH DAKOTA BOARD OF BARBERS EXAMINERS

1325 Demers Ave
 Grand Forks ND 58201

- The original application must be notarized and submitted to the board office with a fee of \$225.
- To see the qualifications and requirements of licensure for a barber school, please see N.D.C.C. 43-04.

APPLICATION FOR PERMIT TO OPERATE A BARBER SCHOOL		
Name of Owner		
Type of Ownership	<input type="checkbox"/> Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Individual	Opening Date
Name of School		
Street Address		
City	ZIP Code	Telephone Number
E-mail address		
Name of School Manager	Manager Telephone Number	
Name of Instructor	Instructor License Number	
Accreditation Status		

Pursuant to N.D.C.C. 15-20.4 Surety Bond enclosed	<input type="checkbox"/> Yes <input type="checkbox"/> No
Name of Bond Company	
Dates Bond is in Force	
Has school met all local or state building codes? <i>*Must attach a copy of the building inspection report.</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No
Has barber school complied with local and state plumbing and electrical codes <i>*Must attach a copy of the plumbing and electrical inspection reports.</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No
Current copy of School Rules and Regulations enclosed	<input type="checkbox"/> Yes <input type="checkbox"/> No

Documents that must be included with application for consideration to the approval of opening and operating a barber school

- Attach a copy of the surety bond certificate, payable to the State of North Dakota, in the amount of at least \$10,000.
- Attach documentation demonstrating sufficient funds to operate for the first year (e.g., Bank Statement, Letter of Credit).
- Attach last 2 years of individual and business taxes.
- Attach a complete list (roster) of all employed instructors, including their full name, license number, and current expiration date.
- Attach a detailed, scaled floor plan showing: classrooms, clinical area, dispensary, restrooms, and administrative offices. (list below)
- Attach evidence of compliance with local zoning and building codes for a vocational school.
- Attach a complete inventory list, including the number of barber chairs, shampoo bowls, practical mannequins, and instructional audiovisual aids.
- Attach a detailed curriculum outline including theory, practical work, and hours allocated per subject (e.g., sterilization, shaving, cutting).
- Attach a document outlining grading, attendance, and practical skill requirements for graduation, course length (in weeks/months)
- Attach a complete list of tool kit and educational materials each student will receive.

FLOOR PLAN MUST SHOW THE FOLLOWING	
A.	Entrances and exits. Label main entrance with "M"
B.	Business office
C.	Reception area
D.	Classrooms with square footage
E.	Clinical laboratory with square footage
F.	Toilet facilities
G.	Location of equipment
H.	Student lounge
I.	Supply and dispensing areas
J.	Hallways

I hereby certify under penalty of perjury under the laws of the State of North Dakota that the information stated is true and correct to the best of my knowledge. I understand that any false statement or omission may result in the denial or revocation of the Barber School Permit.

I hereby certify that if a license to operate a barber school establishment is issued to me, said establishment will be conducted in accordance with chapter 43-04 North Dakota statues and the rules and regulations of the North Dakota State Board of Barbers Examiners.

Signature of Applicant	Date
Signed and sworn to before me this	Affix Notary Stamp
Signature of Notary Public	
Commission Expiration Date	

Questions?
Email: secretary@ndbarberboard.com
Call: (701) 610-1048
www.ndbarberboard.com