

## STUDY GUIDE FOR THE ND STATE EXAM

There are 120 multiple choice questions and 12 written questions. All multiple-choice questions come from the following, 6th addition Milady textbook chapters:

- 1 - The History of Barbering
- 2 - Life Skills
- 3 - Professional Image
- 4 - Infection Control
- 5 - Implements, Tools and Equipment
- 9 - The Skin - Structure, Disorders and Diseases
- 10 - Properties and Disorders of the Hair and Scalp
- 11 - Treatment of the Hair and Scalp
- 12 - Men's facial Massage and Treatments
- 13 - Shaving and Facial Hair Design
- 14 - Men's Haircutting and Styling
- 19 - Preparing for Licensure and Employment
- 20 - Working Behind the Chair
- 21 - The Business of Barbering

The 12 written questions are as follows.

**1.** Explain the function of the ND State Board of Barber Examiners. Also, explain how they obtain their positions.

**Function:**

Uphold Laws and enforce laws/inspect shops

Give exams

Issue licenses

Collect Fees

**Obtain Positions:**

5 names are submitted to the governor at the annual Association Convention. Governor appoints Board member to a 3-year term.

**2.** Explain the function of the ND Barber Association. Also, explain how the Officers obtain their positions.

**Function:**

Conduct annual meeting at the convention

Work to promote the barbering profession

**Obtain Position:**

Elected to a one-year term by the Barbers of the Association at the annual convention meeting.

**3.** List 4 qualification for a North Dakota Barber License.

Is at least 18 years of age.

Is of good moral character and temperate habits.

Has passed a satisfactory exam conducted by the Board.

Has paid the fee.

**4.** When do all Barber and Barber Shop licenses expire in North Dakota?

Annually on June 30th.

**5.** After what date does a penalty apply and how much is the penalty?

August 1st, Penalty \$20.00 a month.

**6.** How much is the fee for a Barber License?

\$100.00

**7.** How much is the fee for a Barber Shop license?

\$50.00

**8.** How much is a new Barber shop inspection fee?

\$100.00

**9.** Who must be notified to inspect new shops or shops that have moved to a new location?

The ND Board of Barber Examiners.

**10.** All Barber's licensed to practice barbering in ND must complete a minimum of how many hours of continuing education every two years?

6 hours

**11.** List 3 ways a Barber can complete the continuing education requirement.

1. Rent a video from the Barber Board

2. Attend any other hair show, seminar or workshops conducted by the Barber & Cosmetology supply dealers.

3. Any education that relates to or increases competence in the practice of barbering if approved by the Board.

4. Attendance at the Associations annual State Barber Convention.

**12.** List the 10 North Dakota Barber Code of Ethics

1. Promote a better profession

2. Promote good grooming

3. Promote a good relationship with employer

4. Dedicate myself to this code

5. Give my customer protection against diseases

6. Perform my services diligently

7. Adhere to sanitary precautions

8. Conduct myself as a model citizen

9. Explain barber services

10., Respect my client's confidentiality