RECIPIROCITY EXAM REGISTRATION APPLICATION INSTRUCTIONS

If you have completed a course of training in another state, with hours that are equal to Oklahoma requirements, but do not have a license,

OR

If your out of state license has been expired for less than 5 years,

OR

If your foreign reciprocity application has been denied,

OR

If you have a license but do not meet criteria for reciprocity,

you must first transfer your hours to Oklahoma and then register for and pass both parts of the Oklahoma State Board exam.

1. Obtain and submit a certification/affidavit of your license records from the State Board (or other licensing agency) where you hold your license. This certification is a form your State Board will complete for you with your licensing history and information. Certification must include an official signature and state seal. Certification must either be attached to your Exam Registration OR already be on file with the Oklahoma State Board of Cosmetology and Barbering. If your State Board sends your certification of records directly to our office, we will notify you in writing to submit your exam registration form, photo and fee. Please DO NOT submit your license or a copy of your license unless specifically requested to do so by the Oklahoma State Board of Cosmetology and Barbering.

2. Submit the enclosed Reciprocity Exam Registration Application, completed with your signatures notarized.

3. Submit one current, 2" x 3", full face photograph. A current photograph is considered to be less than one year old.

4. Submit the $65 examination fee, payable by money order or cashiers check to the Oklahoma State Board of Cosmetology and Barbering. PERSONAL CHECKS ARE NOT ACCEPTED.

When we have received your fee and approved your application, you will be sent an exam notice advising you of date, time and place of exam, and supplies needed. You will also receive a temporary work permit.
DATE OF EXAMINATION: __________________________ (Office Use Only)

**RECIPIROCITY EXAM REGISTRATION APPLICATION**

Eligibility Requirements & Instructions:
1. Submit $65 exam fee, payable by money order or cashier's check. PERSONAL CHECKS ARE NOT ACCEPTED.
2. Obtain and submit a certification/affidavit of your school records from the State Board where you hold your license.
3. TEST DATE MAY NOT BE CHANGED UNLESS DUE TO MEDICAL EMERGENCY OR DEATH IN THE FAMILY.

Name ____________________________________________

Home Address ____________________________________
Street _______ City _______ State _______ Zip _______

Home Phone # (_______) __________ Business Phone # (_______) __________

Date of Birth ____________________________ Social Security Number __________________________

For what type of test are you applying? (Check only one box)

☐ Barber
☐ Hairbraiding Technician
☐ Manicurist Instructor

☐ Cosmetologist
☐ Manicurist
☐ Master Barber Instructor

☐ Facialist
☐ Facialist Instructor
☐ Master Cosmetology Instructor

I certify this photo is of me:

Date of Photo: ____________________________ 20 ______

__________________________
Signature of Applicant

This application must be signed before a Notary Public

I solemnly swear that the foregoing statements are true and correct to the best of my knowledge and belief.

(SEAL)

__________________________
Signature of Applicant

Subscribed and sworn before me this __________ day of _________________ 20 ______

State of __________ County of ______________________

My commission expires ______________________ Notary Public ______________________

OSBCB 221 (11/14)