



Kansas Board of Cosmetology

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Policy – Verification of Body Art Trainer Application

Policy Number: 010-12

Approved by the Board: March 12, 2012

Last Updated: November 18, 2019

- I. Purpose
 - a. The purpose of this policy is to provide guidance for Board office staff in verifying and approving body art trainer applications.
- II. Authority
 - a. An applicant seeking a license as a trainer shall: pay any fees set by the Board; concurrently maintain a practitioner’s license; have no more than one apprentice at any time; and maintain direct supervision of the apprentice. K.S.A. 65-1943(e).
- III. Policy and Procedures – K.A.R. 69-15-3
 - a. Each applicant shall apply on forms provided by the Board.
 - b. Each application shall include:
 - i. The applicant’s current, valid Kansas permanent color technician, body piercing technician, or tattoo artist license number
 - 1. Licensure will be verified
 - 2. Board records will be reviewed for disciplinary action taken against applicant for previous five-year period
 - ii. The applicant’s proposed training syllabus
 - 1. Documentation will be reviewed to ensure that it meets all requirements of K.A.R. 69-15-2(b) or (c)
 - iii. The name and address of the licensed facility where training will be provided
 - 1. Licensure will be verified
 - iv. Verification of sufficient training and practice (must have 1 and 2):
 - 1. Full-time, active practice will be verified by submission of a notarized *Work Certification* form in accordance with the following requirements:
 - a. Body piercing trainer, Permanent color technician trainer or tattoo artist trainer applicant – five years of full-time, active practice.

Laura Gloeckner
Executive Director
Kansas Board of Cosmetology