



Department of Commerce, Community, and Economic Development  
 Division of Corporations, Business and Professional Licensing  
**BOARD OF BARBERS AND HAIRDRESSERS**  
 P.O. Box 110806, Juneau, Alaska 99811-0806  
 333 Willoughby Avenue, 9<sup>th</sup> Floor, Juneau, Alaska 99801-0806  
 Telephone: (907) 465-2550 Fax: (907) 465-2974  
 E-mail: BoardOfBarbersHairdressers@Alaska.Gov  
 Website: ProfessionalLicense.Alaska.Gov/BoardOfBarbersHairdressers

**MANICURIST ADVANCED ENDORSEMENT  
 NOTICE OF TERMINATION OF TRAINING**

*(This form is to be used when a student has not completed their training)*

12 AAC 09.130(e) requires that within 20 working days after termination of instruction of a student a school owner must notify the department, on a form provided by the department, of the termination. The termination report must include the date of the student's enrollment, the date of termination, the total number and types of operations performed by the student, and the total number of hours and types of training received by the student. The termination report is subject to audit and may be utilized to establish credit hours for transfer and reenrollment under 12 AAC 09.135.

\_\_\_\_\_  
 Name of Student/Apprentice Student's Permit Number

\_\_\_\_\_  
 Address of Student/Apprentice

\_\_\_\_\_  
 Name of School or Shop Where Training Received

Date Enrolled: \_\_\_\_\_ Date Terminated: \_\_\_\_\_

**I hereby certify that the above-named student obtained the following hours in accordance with 12 AAC 09.148. The total number of operations performed is indicated below:**

<u>Subject</u>	<u>Number of Hours</u>
Bacteriology, chemical agents, sanitizing methods and procedures federal Occupational Safety and Health Administration (OSHA) safety standards, infectious agents and infection	_____ hours
Nail shapes, structures, and growth, including nail irregularities; and nail diseases; bones, muscles, and nerves of the arm and hand; skin histology and functions; and blood circulation, including blood vessels; and blood supply of the arm, hand, and foot	_____ hours
Preparation, equipment and implements, supplies; procedures, including basic manicure; oil manicure; nail analysis; and hand and arm massage; pedicure; artificial nails, including sculpturing and liquid and powder brush-ons; artificial nail tips; nail wraps and repairs; and maintenance; polish application; and specific needs; use of professional electric fingernail drills	_____ hours
State Law (Statutes and Regulations) .....	_____ hours

**I further certify that the above-named student/apprentice received the following hours of training in accordance with 12 AAC 09.148:**

**Total Hours of Training Received:** \_\_\_\_\_

**I understand that this termination report is subject to audit and may be utilized to establish credit hours for transfer and reenrollment under 12 AAC 09.135.**

\_\_\_\_\_  
Signature of Instructor or School Owner

SUBSCRIBED AND SWORN TO before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
Notary Public

SEAL

My Commission Expires: \_\_\_\_\_