

MANICURIST ADVANCED ENDORSEMENT STUDENT MONTHLY REPORT FORM

For the month of: _____ Year _____

Name of Student: _____

Student Mailing Address: _____

Name of School/Shop: _____

Total hours each day for the month:

	DAYS OF THE MONTH																															TOTALS				
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	For Month	To Date (last month)	To Date (this month)		
Hours of Attendance																																				

Hours Transferred, if any _____ Name of School: _____
 (Refer to 12 AAC 09.135 regarding transfer of hours)

Hours in attendance here _____ TOTAL HOURS _____ Minimum Number of Hours: _____

Total Hours TO DATE:

- 1. rules and regulations of the Alaska Board of Barbers and Hairdressers (5) _____

- 2. sanitation and safety measures; must include: (45) _____
 - A. bacteriology
 - B. chemical agents
 - C. sanitizing methods and procedures
 - D. federal Occupational Safety and Health Administration (OSHA) safety standards
 - E. infectious agents and infection

- 3. anatomy and physiology of the arms, hands, and feet, must include: (45) _____
 - A. nail shapes, structures, and growth, including
 - B. nail irregularities; and
 - C. nail diseases;
 - D. bones, muscles, and nerves of the arm and hand;
 - E. skin histology and functions; and
 - F. blood circulation, including
 - G. blood vessels; and
 - H. blood supply of the arm, hand, and foot;

- 4. manicuring and pedicuring, must include: (155) _____
 - A. preparation
 - B. equipment and implements
 - C. supplies;
 - D. procedures, including
 - E. basic manicure;
 - F. oil manicure;
 - G. nail analysis; and
 - H. hand and arm massage;
 - I. pedicure;
 - J. artificial nails, including
 - K. sculpturing and liquid and powder brush-ons;
 - L. artificial nail tips;
 - M. nail wraps and repairs; and
 - N. maintenance;
 - O. polish application; and
 - P. specific needs;
 - Q. use of professional electric fingernail drills

Signature of Licensed Instructor for the Month _____ **I CERTIFY to the correctness of this report.**

Instructor: _____ **Signature of Student:** _____

Date: _____ **Date:** _____