



Cosmetology and Barbering Licensing Information

Requirements to take licensing examination:

- x Candidates must complete an online application and upload required documents with Professional Credentialing Services
 - o A current 2" x 2" passport type color photo (selfies are not accepted)
 - o Copy of Photo Identification Card – must be non-expired Driver's License, State ID Card or U.S. Passport
 - o A New Mexico Transcript of Training*. (must be notarized or have official school seal) This needs to be uploaded to your PCS homepage and sent via mail directly to the New Mexico Board Office. (If unable to upload: please mail, fax, or email a copy to PCS and send the original via mail to the Board Office.)
 - o Out of State candidates may submit an official transcript as long as the transcript provides a breakdown of hours by subject.
- x Frequency of examination administrations
 - o Both theory and practical exams are administered on a monthly basis in Albuquerque and Las Cruces (per Beverly) and are taken on two separate days
 - f Should a candidate fail a theory and/or practical exam, he/she can reapply for the next month's administration
- x Fees/Costs
 - o Cosmetology Theory & Practical First Time Fees = \$203.00 and Re-Exam Fees = \$203.00
 - o Cosmetology Theory First Time Fees = \$130.00 and Re-Exam Fees = \$130.00
 - o Cosmetology Practical First Time Fees = \$73.00 and Re-Exam Fees = \$73.00
- x Time limits
 - o All required examinations must be taken and passed and the license obtained within 12 or 24 months of the date the training was completed, depending on when your training was completed
 - f Candidates who started training on December 17, 2015 or after will have 1 year (12 months from the date of completion to pass all required examinations and obtain license. Examination scores are only valid



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