



Kansas Board of Cosmetology

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Policy – Cosmetology Temporary Permits

Policy Number: 002-21

Approved by the Board: April 12, 2021

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I. Purpose

The purpose of this policy is to provide binding and consistent internal instructions and guidelines for the Board and the Board's staff on handling temporary permits for Cosmetology applicants.

II. Authority

Any person making application for a Cosmetology license who possesses the necessary qualifications to take an examination provided herein, upon application and payment of the nonrefundable temporary permit fee, may be issued a temporary permit by the board to practice cosmetology until the next regular examination conducted by the board. K.S.A. 65-1905(c).

III. Policy and Procedures

- a. Any Cosmetology profession applicant wishing to apply for a temporary permit must submit all documentation and forms to the Board prior to scheduling their examination.
- b. Once an applicant is scheduled for examination, the Board will issue temporary permit licensure which will expire six weeks after the initially scheduled examination date.
- c. If applicant passes the examination, the Board will issue the applicant proper licensure.
- d. If applicant fails either the practical or the written examination, the temporary permit will become null and void upon the date of the last failed examination.
- e. An applicant who has failed the 1,000-hour written exam while attending school will be eligible for the temporary permit if the applicant passes the exam prior to graduation.

Laura Gloeckner

Executive Director

Kansas Board of Cosmetology