

# Wisconsin Department of Safety and Professional Services

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## COSMETOLOGY EXAMINING BOARD

### INSTRUCTIONS FOR OBTAINING A WISCONSIN COSMETOLOGY LICENSE

You can obtain a Wisconsin Cosmetology license by endorsement or by examination.

#### **To obtain a license by endorsement:**

You must be:

- currently licensed in another state **and**
- have completed at least 4,000 hours of licensed practice.

See the Application for Licensure by Endorsement (**Form #1681**) on the DSPS website for additional details.

#### **To apply for examination:**

If you have not satisfied the above endorsement requirements, you will need to apply for licensure by examination. Register for the Wisconsin state board exam with our vendor, Pearson Vue, at [www.pearsonvue.com/wi/cos](http://www.pearsonvue.com/wi/cos).

The fee for the exam is \$391.00, paid to Pearson Vue, and includes the fee for your first license. Please review the [Candidate Handbook](#) posted on Pearson Vue's website for information on how to apply, the content of the exams, etc.

Wis. Stats. § 454.06 requires graduation from a course of instruction in a school licensed in Wisconsin or accredited by an agency approved by the Board.

#### **If you have graduated from a school in another state with the same hours of education as required in Wisconsin, complete the following to qualify for examination:**

- Apply for the state board examination (both written and practical) with Pearson Vue.
- Contact the school you attended and request completion of the Certification of Training (**Form #3044**). This form must be submitted directly to DSPS by the school.
- After passing the exam, your information will be reviewed, and a determination will be made regarding eligibility for licensure. No additional fee is required.

#### **If you have graduated from a school in another state with the same hours of education as required in Wisconsin complete the following to qualify for a temporary permit:**

- Apply for the state board examination (both written and practical) with Pearson Vue. An additional \$10.00 fee paid to Pearson Vue is required for a temporary permit.
- Contact the school you attended and request completion of the Certification of Training (**Form #3044**). This form must be submitted directly to DSPS by the school.
- After the Department has received and approved Form #3044, you will be eligible for the temporary permit through Pearson Vue.

#### **Minimum Hours of Education Required:**

- Cosmetology Practitioner: 1,550 hours
- Manicurist: 300 hours
- Aesthetician: 450 hours
- Electrologist: 450 hours

If you have any questions on the procedures, please contact DSPS at (608) 266-2112 or email [DSPSCREDBAC@wi.gov](mailto:DSPSCREDBAC@wi.gov).