



MISSISSIPPI BOARD OF BARBER EXAMINERS

OUT OF COUNTRY APPLICATION PROTOCOL

§ 73-5-8; § 73-5-21

A. Eligibility Requirements Out-of-Country Barber or Barber Instructor

1. Any person who holds a current and valid license in good standing in another country's jurisdiction other than the United States in an occupation with a similar scope of practice, as determined by the occupational licensing board in Mississippi and has held this license from the occupational licensing board in the other foreign jurisdiction for at least five (5) years [73-5-21] may submit an application for consideration. This consideration will be based on a case-by-case evaluation of the submitted documents. Validation must be provided for the following:
 - a. There were minimum education requirements and, if applicable, work experience, examination and clinical supervision requirements in effect, and the other foreign jurisdiction verifies that the applicant met those requirements in order to be licensed in that foreign jurisdiction; and
 - b. The applicant has not committed any act in the other foreign country that would have constituted grounds for refusal suspension, or revocation of a license to practice that occupation in Mississippi at the time the act was committed, and the applicant does not have a disqualifying criminal record as determined by the occupational licensing board in Mississippi under Mississippi law; and
 - c. The applicant did not surrender a license because of negligence or intentional misconduct related to the applicant's work in that occupation in the foreign jurisdiction; and
 - d. The applicant does not have a complaint, allegation or investigation pending before an occupational licensing board or other board in the foreign jurisdiction that relates to unprofessional conduct or an alleged crime. If the applicant has a complaint, allegation or investigation pending, the occupational licensing board in Mississippi shall not issue or deny a license to the applicant until the complaint, allegation or investigation is resolved, or the applicant otherwise satisfies the criteria for licensure in Mississippi to the satisfaction of the occupational licensing board in Mississippi; and

- e. The applicant pays all applicable fees in Mississippi.
2. Any person who has successfully completed a course of training in a country other than the United States and have been licensed or registered to practice less than five (5) years OR have not been licensed will be required to meet all the requirements of the application including, but not limited to the in-state graduating theory and practical student examinations.

The state's minimum requirements are:

- Barber – 1500 hours
- Barber Instructor – (1) 1500 hours; and
(2) At least 2 years' experience and 600 hours; or
(3) Less than 2 years' experience and 1000 hours.

3. The required documentation includes notification of intent, affidavit/certification of training, and affidavit/certification of current licensure.
- a. The affidavit/certificate of training. An affidavit or certification of the applicant's course of training must be submitted to the Board office by the board in the country or province in which the training was acquired. The affidavit/certification of training should, at a minimum contain:
 - (1) Applicant's name and address
 - (2) Applicant's Registration Number or license identification number (if applicable)
 - (3) The course in which applicant was enrolled
 - (4) Total clock hours earned
 - (5) Date of completion or last attendance (Non licensed individuals only)
 - (6) Information regarding current license (if applicable), including expiration date and whether the licensee is in good standing.
 - b. The applicant must cause a certification of licensure to be issued by the board in which the license is held.
 - c. The certifications must be mailed directly to the Board by the licensing authority, bear the seal of the licensing authority, or source verifiable, and bear at least one signature of an official of the licensing authority.
 - d. In the event the information cannot be provided by the licensing authority, it may be obtained from the attendant school. In this case, the attendant school must submit the information directly to the Board. The information must: (1) be submitted in an envelope bearing the attendant school's letterhead, (2) bear the seal of the school or source verifiable, and (3) be certified by an agent of the attendant school. The Board reserves the right to deny Certification of Training submitted by a school if it is determined that the information can be provided by the appropriate licensing authority.

4. The applicant shall complete the Out-of-Country Professional Licensing Application, the Out-of-Country Professional Licensing Affidavit, and the Theory and Practical Examination Applications if the applicant meets the requirements of A.2. above [not licensed or licensed less than five (5) years, and present the following documents:
 - (a) Photographic identification.
 - (b) Applicant must present two (2) current passport photographs to be attached to his or her application for approval. The person who is making application for must be recognizable in the photograph.
 - (c) Applicant must present a government-issued photographic identification card which contains the applicant's signature and date of birth. In the event of a name change, legal proof of the change must be presented.
 - (d) Two additional forms of identification must be presented by the applicant. In the event of a name change, legal proof of the name change must be presented.

B. Eligibility Requirements for Instructor

1. Any person who holds a current and valid instructor license in good standing in another country's jurisdiction other than the United States in an occupation with a similar scope of practice, as determined by the occupational licensing board in Mississippi and has held this license from the occupational licensing board in the other foreign jurisdiction for at least one (1) year may submit an application for consideration. This consideration will be based on a case by case evaluation of the submitted documents.
 - a. There were minimum education requirements and, if applicable, work experience, examination and clinical supervision requirements in effect, and the other foreign jurisdiction verifies that the applicant met those requirements in order to be licensed in that foreign jurisdiction; and
 - b. The applicant has not committed any act in the other foreign country that would have constituted grounds for refusal suspension, or revocation of a license to practice that occupation in Mississippi at the time the act was committed, and the applicant does not have a disqualifying criminal record as determined by the occupational licensing board in Mississippi under Mississippi law; and
 - c. The applicant did not surrender a license because of negligence or intentional misconduct related to the applicant's work in that occupation in the foreign jurisdiction; and
 - d. The applicant does not have a complaint, allegation or investigation pending before an occupational licensing board or other board in the foreign jurisdiction that relates to unprofessional conduct or an alleged crime. If the applicant has a complaint, allegation or investigation pending, the occupational licensing board in Mississippi shall not issue or deny a license to the applicant until the complaint, allegation or investigation is resolved, or the

- applicant otherwise satisfies the criteria for licensure in Mississippi to the satisfaction of the occupational licensing board in Mississippi; and
- e. The applicant pays all applicable fees in Mississippi.

2. Any person who has successfully completed a course of training in a country other than the United States and has been licensed or registered as an instructor for less than five (5) years OR have not been licensed will be required to meet all the requirements of the application including, but not limited to the following:

- a. Is eighteen (18) years of age or older;
- b. Is of good moral and temperate habits;
- c. Is able to read, write and speak English;
- d. Possess a high school education or its equivalent;
- e. Has successfully completed not less than fifteen hundred (1500) hours at a barbering school approved by the State Board of Barber Examiners and holds a valid certificate of registration to practice barbering;
- f. Must have the following hours of instructor training:
 - i. Not less than two (2) years of active experience as a registered barber and has successfully completed not less than six hundred (600) hours of barber instructor training at a school approved by the board or;
 - ii. Less than two (2) years of active experience as a registered barber and has successfully completed not less than one thousand (1000) hours of barber instructor training at a school approved by the board; and
- g. Has passed a satisfactory examination conducted by the board to determine his/her fitness to practice as a barber instructor.

3. Eligibility requirements that must be met in order to apply for licensure:

The required documentation includes notification of intent, affidavit/certification of training, and affidavit/certification of current licensure.

- a. The affidavit/certificate of training. An affidavit or certification of the applicant's course of training must be submitted to the Board office by the board in the country or province in which the training was acquired. The affidavit/certification of training should, at a minimum contain:
 - (1) Applicant's name and address
 - (2) Applicant's Registration Number or license identification number (if applicable)
 - (3) The course in which applicant was enrolled
 - (4) Total clock hours earned
 - (5) Date of completion or last attendance (Non licensed individuals only)
 - (6) Information regarding current license (if applicable), including expiration date and whether the licensee is in good standing.
 - b. The applicant must cause an certification of licensure to be issued by the board in which the license is held.

- c. The certifications must be mailed directly to the Board by the licensing authority, bear the seal of the licensing authority, or source verifiable, and bear at least one signature of an official of the licensing authority.
 - d. In the event the information cannot be provided by the licensing authority, it may be obtained from the attendant school. In this case, the attendant school must submit the information directly to the Board. The information must: (1) be submitted in an envelope bearing the attendant school's letterhead, (2) bear the seal-of the school or source verifiable, and (3) be certified by an agent of the attendant school. The Board reserves the right to deny Certification of Training submitted by a school if it is determined that the information can be provided by the appropriate licensing authority.
4. The application packet must be accompanied by:
- a. Two (2) recent passport photographs, taken within 90 days prior to application.
 - b. Proof of eligibility requirements.
 - c. A letter completed and signed by the board official in the country or province from which the current license is held, attesting to licensure status and any disciplinary action within the past five (5) years.
 - d. Certified transcript of completion of the course of training for which application for licensure is being made or a certification(s) attesting to education.
 - e. In the event of a name change, legal proof of the name change.
 - f. Copy of current practitioner's license.
 - h. Proof of completion of high school education or GED by way of certified high school transcript, certified GED transcript or other means as the Board may deem acceptable.
 - i. Copy of social security card.

OUT OF COUNTRY PROFESSIONAL LICENSING APPLICATION

TYPE OF LICENSE FOR WHICH YOU ARE APPLYING (check block)	<input type="radio"/> Barber Check if you were licensed in a foreign jurisdiction for MORE THAN five (5) years (Written and Practical Exams Required)	<input type="radio"/> Barber Instructor Check if you were licensed in a foreign jurisdiction for MORE THAN five (5) years (Written and Practical Exams Required)
	<input type="radio"/> Barber Check if you were NOT previously licensed or licensed LESS THAN five (5) years (Written and Practical Exams Required)	<input type="radio"/> Barber Instructor Check if you were NOT previously licensed or licensed LESS THAN five (5) years (Written and Practical Exams Required)
NAME (Last, First, Middle, Maiden)		
MAILING ADDRESS (Street / Post Office Box)		
CITY / PROVINCE		
STATE / COUNTRY		
ZIP		
EMAIL ADDRESS		
TELEPHONE NUMBER		
ALTERNATE TELEPHONE NUMBER		
DATE OF BIRTH		
HIGH SCHOOL GRADUATE		
SOCIAL SECURITY NUMBER		
ARE YOU OR YOUR SPOUSE ACTIVE MILITARY	YES	NO

SCHOOL NAME IN WHICH TRAINING WAS REQUIRED			
SCHOOL CITY AND STATE/ PROVIDENCE AND COUNTRY			
DATE OF COMPLETION OF THE PROGRAM			
PRACTITIONER LICENSE NUMBER FROM THAT STATE /PROVINCE			
INSTRUCTOR LICENSE NUMBER FROM THAT STATE / PROVINCE / FOREIGN COUNTRY, IF APPLICABLE			
WERE ANY HOURS COMPLETED BY APPRENTICESHIP		IF YES, HOW MANY?	
ALL CANADIAN PROVINCES,US STATES OR FOREIGN COUNTRIES IN WHICH YOU HAVE EVER HELD A LICENSE (List All)			
HAVE YOU PREVIOUSLY FILED AN APPLICATION FOR LICENSURE WITH MISSISSIPPI	YES		NO
ARE YOU A CURRENT RESIDENT OF MISSISSIPPI	YES		NO
IF YES, STATE THE TYPE OF APPLICATION AND YOUR SUBMITTAL DATE			
NAME IN WHICH THE APPLICATION WAS FILED			
HAVE YOU EVER BEEN CONVICTED OF A FELONY; IF YES, PLEASE DETAIL AND ATTACH			

REQUIRED ATTACHMENTS:

1. Two (2) two inch by two-inch (2 X 2) passport size photos, signed and dated
2. Official transcript bearing its official seal & signed by the designated agent of the school owner/ instructor)
3. Money Order or Cashier's Check in the amount of \$150.00
4. Copy of Social Security Card

By signing this application for licensure, I certify that the information provided above is true and accurate under penalty of perjury.

Name

Date

OUT OF COUNTRY PROFESSIONAL LICENSING AFFIDAVIT

FOR A PREVIOUSLY LICENSED APPLICANT

STATE OF _____

COUNTY OF _____

I, the undersigned, _____ being duly sworn, hereby deposes and say:

1. I am over the age of 18 and have personal knowledge of the facts herein, and if called as a witness, could testify completely thereto.

2. I suffer no legal disabilities and have personal knowledge of the facts set forth below.

- a. I hold a current and valid license in good standing in the _____ which currently has a similar scope of practice and have held this license from the for a period of _____ years.
- b. I attest that I have completed minimum educational requirements, work experience, examination requirements and clinical supervision requirements in effect; or have been awarded a military occupational specialty in this profession;
- c. In support of this application, residence has been established by the following (check appropriate circle):
 - demonstrating proof of a state-issued identification card;
 - current Mississippi residential utility bill with applicant's name and address;
 - documentation of the applicant's current ownership or current lease of a residence in Mississippi;
 - documentation of current in-state employment or notarized letter of promise of employment of the applicant or his or her spouse; or
 - any verifiable documentation demonstrating Mississippi residency.

AND

- d. I have not committed any act in the other state that would have constituted grounds for refusal, suspension, or revocation of a license to practice that occupation in Mississippi at the time the act was committed and I do not have a disqualifying criminal record as determined by this Board under Mississippi law; and

- e. I have not surrendered a license because of negligence or intentional misconduct related to my work in this, or any other, occupation in another state; and
 - f. I do not have a complaint, allegation or investigation pending before any licensing Board in Mississippi or any other state that relates to unprofessional conduct or an alleged crime; and
 - g. I have submitted a Professional Licensing Application submitted all required documents required y the out-of-country applicants; and
 - i. I have paid all applicable fees in Mississippi.
3. I understand that I will be required to successfully demonstrate sufficient knowledge of the Barber Law of the State of Mississippi, as well as sufficient practical skill by requiring the applicant to take a practical examination approved by the board.

I further understand that I may practice under a Temporary Practice Permit until the next examination is given to any applicant who has successfully completed not less than fifteen hundred (1500) at a barbering school approved by the Board of Barber Examiners until the next examination is given. In no event shall a person be allowed to practice barbering on a temporary permit beyond the date the next examination is given, except because of personal illness.

Signed by the applicant, _____

This the _____ day of _____, 20_____.

NOTARY ACKNOWLEDGMENT

STATE OF _____

COUNTY OF _____

Notary Public

SEAL

My Commission Expires

OUT-OF-COUNTRY LICENSE VERIFICATION FORM – Sign & Send to Foreign Jurisdiction

Applicant: Complete Section I of this form if you have ever held a barber or barber instructor in any state other than Mississippi OR any other country other than the United States. Forward one copy to each licensing agency where you have held OR currently hold a barber or barber instructor license. This form should be mailed to the Mississippi Board of Barber Examiners by the licensing agency completing the form. A fee may be required for processing. The fee is the applicant’s responsibility.

Licensing Board / Agency: The Mississippi Board of Barber Examiners require information regarding my license. This is my request for you to respond to the questions in Section II and also gives you authority to release any information, favorable or otherwise, to the Mississippi Board of Barber Examiners

Section I: (for applicant only)

Name	Signature		
Address	City	State/Providence	Zip
Date of Birth	Social Security No.		
License Number	State/Providence and Country of Licensure		

Section II: (For Licensing Board/Agency only)

The Mississippi Board of Barber Examiners requires verification of this person’s credential to practice be provided by all states in which the person listed above holds or has held a license, registration, or certification. Please complete and return this form DIRECTLY to the Mississippi Board of Barber Examiners, Post Office Box 603, Jackson, MS 39205.			
Where was the credential was issued		Agency Name	
Full Name of Credential Holder			
Credential Number		Type of Credential <input type="radio"/> License <input type="radio"/> Registration <input type="radio"/> Certification <input type="radio"/> Permit	
Issue Date	Expiration Date	Educational Hour Requirements	
Where did the applicant graduate from barber school?	Is this school in your State/Providence/Country? <input type="radio"/> Yes <input type="radio"/> No If so, is it currently approved in your State/Providence/Country? <input type="radio"/> Yes <input type="radio"/> No		

Respond to the following questions: If YES is answered to any question 3 – 8, please attach explanation.

#	QUESTION	YES	NO	#	QUESTION	YES	NO
1	Is the license current?			5	Do your files indicate any derogatory information (fines, violations, etc.)?		
2	Is the license in good standing?			6	Have you received any complaints against this professional?		
3	Have any charges ever been filed against this professional?			7	Has this professional been investigated by your Board?		
4	Do you know of any information that may discredit this professional?			8	Type of License: <input type="radio"/> Barber <input type="radio"/> Instructor		

BOARD SEAL

Authorized Signature: _____

Date of Signature: _____