November Newsletter

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OKLAHOMA
Board of Cosmetology and Barbering

November 2026 Newsletter

Staying Connected, Informed, and Prepared

The Oklahoma State Board of Cosmetology and Barbering thanks our licensees, school owners, instructors, students, and establishment owners for their continued dedication to the industry and the communities they serve.

This month's newsletter includes important reminders about student registration, accessing inspection reports through your Thentia business portal, and reaching the appropriate department when calling our office.

Please take a moment to review these updates and share them with your staff and students, as applicable. Your attention to complete applications, accurate information, and agency communications helps us serve you more efficiently.

Student Registration: Review Before You Submit

School owners, directors, and instructors: Please carefully review each student registration submission for accuracy and completeness. Taking a few extra minutes before submitting can help prevent processing delays.

Schools are responsible for ensuring that each student's enrollment contract, Board registration, course selection, and required training hours are accurate and consistent. All required supporting documentation must accompany the initial student registration.

Before submitting a registration:

1. **Complete all required fields.** Verify that student and school information is accurate and that the correct course is selected.

2. **Check all dates.** Make sure enrollment dates and all other required dates are entered correctly and consistently throughout the documents.
3. **Verify signatures.** Confirm that all required signatures and accompanying dates are included.
4. **Review the student's registration history.** Confirm whether the student was previously registered in a 1,500-hour course before selecting the appropriate program.
5. **Review the complete submission.** Include all required supporting documents and applicable fees.

1,250-Hour Curriculum and Student Registration

Beginning **October 20, 2025**, students became eligible to enroll in the **1,250-hour cosmetology or barbering program** following approval of the curriculum changes.

Students previously enrolled in a 1,500-hour program may transition to the 1,250-hour program, including students who withdraw and re-enroll or transfer to another school. However, the change is not automatic and must be properly documented.

Schools are responsible for ensuring that each student's registration and enrollment contract reflect the same program and required hours. If a student wishes to change from the 1,500-hour program to the 1,250-hour program, the school must update the appropriate paperwork, including amending the student contract when necessary.

The Agency will not make these corrections on behalf of the school. Registrations and contracts containing conflicting information will be returned to the school for correction before the student is approved for examination.

Schools should carefully review all student registration documents, contracts, previous enrollment information, and program hours before submitting paperwork to the Agency.

References: 59 O.S. § 199.7(G)(1); OAC 175:10-3-34 (Cosmetology); OAC 175:10-3-45 (Barbering); and OAC 175:10-3-55(d) (Student/School Contracts).

Examination Accommodations: Students with Disabilities Written accommodation request:

Students declaring an ADA-covered disability must submit a written statement requesting an oral examination or other special testing accommodation.

The request must be made at the time of enrollment with the Board or as early as possible during training.

What should schools and instructors do?

For State Board examinations administered through PROV, school should:

1. Identify potential accommodation needs when the student enrolls.
2. Notify the Board and submit the written request as early as possible.
3. Provide available supporting documentation, including the IEP, Section 504 plan, or qualified healthcare professional's statement, as applicable.
4. Coordinate with the agency and examination provider to establish approved accommodations before scheduling.
5. Confirm that the student understands which accommodations are approved for the licensing examination.

Reference: OAC 175:10-9-25(g)–(h).

Establishment Owners: Set Up Your Thentia Business Portal Access

Have you registered your establishment in Thentia? Many establishment owners have not yet set up access to their business portal. We encourage you to complete this process so you can access your inspection reports. Business portal link is below.

Oklahoma State Board of Cosmetology and Barbering

Stay Connected—Sign Up for Newsletters and Bulletins

We encourage all licensees, including massage therapists, instructors, establishment owners, school representatives, and students, to subscribe to the OSBCB agency newsletters and bulletins.

Visit oklahoma.gov/cosmo, scroll to the bottom of the website, and enter your email address to sign up. Receive agency news, important updates, and reminders directly in your inbox!

Schools and establishments are encouraged to share this information with their students and staff.

Need Assistance?

For assistance with	Contact	Email
Student Registrations	Wendy Cueva	wendy.cueva@cosmo.ok.gov
Apprenticeships	MiMi Casebolt	mary.casebolt@cosmo.ok.gov
School Licensing/School Questions	MiMi Casebolt	mary.casebolt@cosmo.ok.gov
Examinations	Melody Gentry	melody.gentry@cosmo.ok.gov

General Information	OSBCB	OSBCB@cosmo.ok.gov

November Office Closures

The OSBCB agency will be closed on the following dates:

- **Thanksgiving:** Thursday, November 26, and Friday, November 27, 2026.

The office will reopen following Thanksgiving on **Monday, November 30, 2026**.

Upon our return to the office, please allow us up to **48 business hours** to review your inquiry and provide a response. We appreciate your patience and will get back to you as soon as possible.

Upcoming Board Meetings

Special Board Meeting
Monday, December 14, 2026

Regular Board Meeting
Monday, January 11, 2027 | 10:00 a.m.

Visit oklahoma.gov/cosmo for meeting notices and agendas.

Monthly Affirmation

"I appreciate the value of my work, the growth in my journey, and the contributions I bring to my profession."