

**13:28-6.22 Application submission by schools**

The school shall submit applications for each student for examination within 30 days after the student's completion of the course of study. Each application must be accompanied by two recent photographs, a copy of a high school or equivalency diploma and the appropriate fees pursuant to N.J.A.C. 13:28-5.1.

Amended by R.1993 d.287, effective June 7, 1993.  
See: 25 N.J.R. 893(b), 25 N.J.R. 2485(b).

**13:28-6.23 Number of teachers employed; teacher restrictions**

(a) The number of teachers a school shall employ shall be determined in the following manner:

1. A minimum of one licensed teacher for every clinic area attended by up to 25 senior students (whether cosmetology and hairstyling, manicuring, or skin care specialty students);
2. A minimum of one licensed teacher for every clinic area attended by up to 25 senior skin care specialty students when the skin care specialty students attend a clinic area apart from the other students;
3. A minimum of one licensed teacher for every classroom attended by up to 25 junior cosmetology and hairstyling students;
4. A minimum of one licensed teacher for every classroom attended by up to 25 manicuring students;
5. A minimum of one licensed teacher for every classroom attended by up to 25 junior skin care specialty students.

(b) Teachers shall devote their entire time during school hours to the proper instruction of students and shall not engage in private or public practice of cosmetology and hairstyling during school hours. Teachers licensed by the Board shall be in constant attendance at all classes conducted by licensed schools.

(c) Schools offering instruction in a language other than English may be required to employ additional teachers pursuant to N.J.A.C. 13:28-6.9(f).

(d) A substitute teacher licensed by the Board shall be in attendance when a regular teacher is absent.

(e) A teacher shall immediately inform the Board in writing of the termination or interruption of services performed by him or her for a school.

Amended by R.1996 d.584, effective December 16, 1996.  
See: 28 N.J.R. 3882(a), 28 N.J.R. 5175(a).

(a) substantially amended; added (c); and recodified (c) and (d) to (d) and (e).

Amended by R.1998 d.285, effective June 1, 1998.  
See: 30 N.J.R. 972(a), 30 N.J.R. 2047(a).

In (a), inserted a new 2, and recodified former 2 through 4 as 3 through 5.

Administrative correction.

See: 31 N.J.R. 768(a).

**13:28-6.24 Employment of licensed teachers**

(a) A school shall permit only a licensed teacher or a registered student teacher to teach its students; provided, however, a demonstrator may demonstrate new processes, preparations and appliances to a class of school students if such demonstration is supervised by a licensed teacher at the school.

(b) Each school shall employ a teacher supervisor who has been a licensed teacher actively teaching for a period of two years who will be responsible for the conduct of the teaching staff and students.

(c) Each school shall submit a list of its teachers and registered student teachers to the Board and advise the Board in writing immediately of changes in its teaching staff.

**13:28-6.25 Refresher courses**

(a) Refresher courses shall be administered only to a person who holds or once held a practitioner's license which he or she has allowed to lapse and who desires to prepare for an examination.

(b) The school shall forward applications for registration cards to the Board for all persons desiring to enroll in refresher courses.

(c) A student permitted by the Board to enroll in refresher courses shall comply with that particular school's rules and with the rules of the Board.

(d) Credit will not be given by the Board for refresher courses of less than 250 hours.