



Nail Technician/Manicurist Candidate Briefing and Verbal Instructions

At the beginning of the examination, please read the following statements:

“Good morning/afternoon. On behalf of the National Interstate Council of State Boards of Cosmetology, we would like to welcome you.

All candidates participating in the practical examination will be given the same instructions.

Talking with other candidates or the examiners is strictly prohibited. Examiners are NOT allowed to answer any questions.

Candidates are responsible for having all the needed supplies and are evaluated at ALL times.

Restrooms are located _____; drinking water is located _____. Emergency exits are located _____.

Once the examination has started, you may only leave the testing area with permission. Please raise your hand for assistance. You will need to sign out, and sign back in. The examination will continue and you will NOT be given extra time. Only one candidate may leave at a time. If you have an emergency situation please ask for the supervisor.

Cellular phones, pagers, and electronic devices are NOT permitted in the examination room. If it is discovered that you have any electronic device, you will be dismissed immediately and your actions will be reported to the proper authorities.

Please take notice that the NIC Health and Safety Standards are posted in the event of a blood spill.

All verbal instructions will be read twice. Once you have completed all tasks please indicate that you are finished.”

Examiners may make the following statements when needed during the examination:

- *“Do as you were taught.”*
- *“Do the best you can with what you have available.”*
- *“Please continue demonstrating.”*



SET UP AND CLIENT PROTECTION (10 minutes)
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Verbal Instructions:

“You will now set up the general supplies that you will use throughout your examination.”

“You will also set up the manicure supplies.”

“You will be observed for client protection, safety and infection control procedures.”

“Upon completion of each section of this examination, please turn the hand toward the examiner to indicate that you are finished.”

“You will have 10 minutes to complete this section.”

“You will be informed when you have 5 minutes remaining

(1) *“The instructions will be repeated.”*

(2) *“You may begin set up.”*

Note to examiners: Please read the following statement if all candidates have turned the hand toward the examiner to indicate that they have completed the section before the timing has elapsed:

“All candidates have turned the hand toward the examiner to indicate that they have completed this section of the examination, we will now proceed to the next section of the examination.”



MANICURE (20 minutes)
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Verbal Instructions:

“You will now perform the manicure section of this examination.”

“You will be expected to follow all safety and infection control procedures.”

“You will have 20 minutes to complete this section.”

“You will be informed when you have 10 minutes remaining.”

(1) *“The instructions will be repeated.”*

(2) *“You may begin.”*

Note to examiners: Please read the following statement if all candidates have turned the hand toward the examiner to indicate that they have completed the section before the timing has elapsed:

“All candidates have turned the hand toward the examiner to indicate that they have completed this section of the examination, we will now proceed to the next section of the examination.”



NAIL TIP APPLICATION (20 minutes)
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Verbal Instructions for Set Up:

“You have 2 minutes to remove the supplies from your kit for the nail tip section of this examination. Please do not begin any procedures until the verbal instructions have been read and you are instructed to begin. You may begin set up.”

Verbal Instructions:

“You will now perform the nail tip section of this examination.”

“You will apply a nail tip to the ring finger.”

“You will be observed for client protection, safety and infection control procedures.”

“You will have 20 minutes to complete this section.”

“You will be informed when you have 10 minutes remaining.”

(1) *“The instructions will be repeated.”*

(2) *“You may begin.”*

Note to examiners: Please read the following statement if all candidates have turned the hand toward the examiner to indicate that they have completed the section before the timing has elapsed:

“All candidates have turned the hand toward the examiner to indicate that they have completed this section of the examination, we will now proceed to the next section of the examination.”



NAIL WRAP (20 minutes)

Verbal Instructions for Set Up:

“You have 2 minutes to remove the supplies from your kit for the nail wrap section of this examination. Please do not begin any procedures until the verbal instructions have been read and you are instructed to begin. You may begin set up.”

Verbal Instructions:

“You will now perform the nail wrap section of this examination.”

“You will apply a wrap to the middle finger.”

“You will be observed for client protection, safety and infection control procedures.”

“You will have 20 minutes to complete this section.”

“You will be informed when you have 10 minutes remaining.”

(1) *“The instructions will be repeated.”*

(2) *“You may begin.”*

Note to examiners: Please read the following statement if all candidates have turned the hand toward the examiner to indicate that they have completed the section before the timing has elapsed:

“All candidates have turned the hand toward the examiner to indicate that they have completed this section of the examination, we will now proceed to the next section of the examination.”



SCULPTURED NAIL **(20 minutes)**

Due to health and safety issues associated with Methyl Methacrylate Polymers (MMA), it is required that odorless sculptured nail products be used for the practical examination.

Verbal Instructions for Set Up:

“You have 2 minutes to set up the supplies for the sculptured nail section of this examination.” Please do not begin any procedures until the verbal instructions have been read and you are instructed to begin. You may begin set up.”

Verbal Instructions:

“You will now perform the sculptured nail section of this examination, using an odorless product.”

“You will apply a sculptured nail to the index finger.”

“You will be observed for client protection, safety and infection control procedures.”

“You will have 20 minutes to complete this section.”

“You will be informed when you have 10 minutes remaining.”

(1) *“The instructions will be repeated.”*

(2) *“You may begin.”*

Note to examiners: Please read the following statement if all candidates have turned the hand toward the examiner to indicate that they have completed the section before the timing has elapsed:

“All candidates have turned the hand toward the examiner to indicate that they have completed this section of the examination, we will now proceed to the next section of the examination.”



POLISH (10 minutes)

Verbal Instructions for Set-Up:

“You have 2 minutes to remove the supplies from your kit for the polish section of this examination. Please do not begin any procedures until the verbal instructions have been read and you are instructed to begin. You may begin set-up.”

Verbal Instructions:

“You will now perform the polish section of this examination.”

“You will polish all 5 nails.”

“You will be observed for client protection, safety and infection control procedures.”

“You will have 10 minutes to complete this section.”

“You will be informed when you have 5 minutes remaining.”

(1) *“The instructions will be repeated.”*

(2) *“You may begin.”*

Note to examiners: Please read the following statement if all candidates have turned the hand toward the examiner to indicate that they have completed the section before the timing has elapsed:

“All candidates have turned the hand toward the examiner to indicate that they have completed this section of the examination, we will now proceed to the next section of the examination.”



<p style="text-align: center;">CANDIDATE SUMMARY AND FINAL CLEANUP</p>

At the conclusion of the examination, please read the following statements:

“This concludes the national practical examination. Please make sure that all kit supplies and disposable materials are taken with you. Please do not dispose of waste materials, chemicals, or water in the trash receptacles or restrooms as they are unable to accommodate all waste materials from every candidate that takes the examination.”