Print Instructor Name:_____ Month of _____, 20_____

Barber School Name:_____ School Telephone No.:_____ School License No.:_____

Please make a copy for your records, and provide your student a copy of this every month. Forms need to be in our office, and post marked, by the 10th of the month for students to get credit for their hours.

| | Student Number | Permit Number | Expiration Date | Last Month's Total Hours | Hours Earned this Month | Total Hours to Date | Student Signature |
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1. **Students may not work more than one hundred ninety-two verifiable hours per month.** Reg. 17-8 (a)
2. Students must have the Milady's Standard Professional Barbering 6th Edition textbook and receive a minimum of one-hour text book instruction per day provided by the instructor. Reg. 17-8 (c)
3. The instructor must have the student's test results for the end of each chapter of the textbook for review by an inspector or audit. Reg. 17-8 (c)
4. Monthly reports are due by the 10th of each month. Reg. 17-11
5. The instructor must provide the student with a copy of this document each month. Reg. 17- 11
6. The instructor must keep a copy of this document and daily sign-in sheet in the shop available for inspection. Reg. 17- 14 (g)
7. The instructor must ensure the student has a valid permit, for the above barber shop, posted at their work station with the student's picture is on it. Reg. 17-8 (b)
8. **The instructor must not leave a student unsupervised in a Barber shop.** Reg. 17-8 (a)
9. The instructor must provide the Board with a transcript that breaks down all subjects taught at the end of 1500 hours. Once the 1500 hours are met, the student permit should be returned to this office & the student must register with the testing service provider for the exam & a one-time **non**-renewable 90-day work permit. Reg. 17-11
10. The instructor may not train more than 20 students per instructor at any one time. Statute. 17-14
11. The instructor is fully responsible to see that all of the above is followed and will be subject to a $500 penalty per violation.
12. All Blanks must be completed.

By signing and submitting this monthly Student, Barber School report to the South Carolina State Board Barber Examiners, I herby certify that all of the above information provided is true and accurate and that compliance has been met with items 1 through 11 above.

_____          _____
Responsible Instructor Signature                                      Date