



STATE OF NEBRASKA

DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION OF PUBLIC HEALTH - Licensure Unit
P.O. Box 94986, Lincoln, Nebraska 68509-4986
402-471-2399 susan.chocholousek@nebraska.gov

**COSMETICIAN
REGISTRATION**

FEE: \$95.00 (Make payable to the Licensure Unit)

Neb. Rev. Stat. 38-1072. Registration as cosmetician; requirements. An applicant for registration as a cosmetician shall show evidence that he or she is or intends to become employed as a cosmetician and has received instruction in the chemical properties of, and potential reactions to, the cosmetics he or she intends to apply from his or her employers or from the manufacturers or distributors of the cosmetic products and is aware of actions to take in the event of such a reaction.

SECTION A – PERSONAL INFORMATION (All applicants must complete this section) <i>All mailings will be sent to the address you indicate below – if you change your address, you must advise this office.</i>				
1	Legal Name	First:	Middle/MI:	Last:
	Maiden Name	Name:	Other Names you are known as (AKA):	
2	Mailing Address	Street/PO/Route:		
		City:	State or Country:	Zip:
3	Date of Birth: Month/Day/Year	Place of Birth: City/State or Country		
4	Check the Appropriate Box(s):	<input type="checkbox"/> Social Security Number (SSN);		SSN#
		<input type="checkbox"/> Alien Registration Number ("A#"); or		A#
		<input type="checkbox"/> Form I-94 (Arrival-Departure Record) number:		I-94 #
If you have both a SSN and an A# or I-94 number, you must report both. Neb. Rev. Stat. §38-123 mandates disclosure of your social security number to DHHS. Although your number is NOT public information, DHHS may disclose it for child support enforcement purposes and to the Nebraska Department of Revenue.				
5	Phone #: (optional)	Fax #: (optional)		
6	E-Mail Address: (optional)			

SECTION B - COSMETICIAN INSTRUCTION (All applicants must complete this section)		
1.	Name of Employer, Manufacturer, or Name of Distributor providing Instruction in chemical properties and potential reactions to cosmetics received by:	
2.	I have received instruction of actions to take in the event of chemical reactions?	<input type="checkbox"/> yes <input type="checkbox"/> no
	Name of Instructor:	

SECTION C – EMPLOYMENT (All applicants must complete this section)

List below the Name, Location, Telephone Number and Dates of Practice as a cosmetician:

Name of Employment	City	State	Telephone #	Date Began	Date Ended

OR If you do not have experience as a cosmetician, do you intend to become employed as a cosmetician? Yes No

SECTION D – CONVICTION AND LICENSURE INFORMATION (All applicants must complete this section) Failure to disclose any such conviction or disciplinary action, regardless of when the action occurred, could result in issuance of a probationary license or other disciplinary action.

Licensure Information: You must answer the following 2 questions

The following questions relate to a credential that you hold or have held in cosmetology, electrology, esthetics, nail technology, body art, health services, health-related services or environmental services in another jurisdiction/state.

		Yes	No			
1	Do you hold an active or inactive (similar status) license in any state?	<input type="checkbox"/>	<input type="checkbox"/>	If yes, what State(s) are you licensed in?	What type of license do you hold?	
2	If you are licensed, has your license ever been denied, refused renewal, limited, suspended, revoked or had other disciplinary measures taken against it?	<input type="checkbox"/>	<input type="checkbox"/>	Type of Licensure Action	Date of Action	Name of Entity taking Action
2	Have you ever been denied the right to take a credentialing (licensure) examination?	<input type="checkbox"/>	<input type="checkbox"/>	Please Explain:		

You are required to list all misdemeanor/felony convictions, regardless of when they occurred. If you are not sure if a ticket or arrest resulted in a misdemeanor or felony conviction, we suggest that you contact the court in the county where you were ticketed or arrested. The following provides just a small **sampling** of some of the misdemeanor convictions; this is not an exclusive list (intended as examples), there are many more not listed here:

<ul style="list-style-type: none"> • MIP • DUI / DWI • Controlled Substance • Open Container • Tobacco Use by Minor • Shoplifting / Theft / Burglary • Unauthorized use of a Financial Transaction • Disturbing the Peace • Assault • Disorderly Conduct • Disorderly House • Reckless Driving 	<ul style="list-style-type: none"> • Driving under Suspension / Revocation • License Vehicle without Liability Insurance • Fail to Appear in Court • False Information or Reporting • Leave the Scene of an Accident • Operator not Carrying License • Unlawful Display of Plates/Renewal tabs • Park Rule Violation / Curfew Violation • Dog at Large / Fail to Vaccinate Animal • Littering • Bad Check • Fireworks
------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

Convictions are also delineated in Neb. Rev. Stat. Chapter 28

NOTE: If you have any criminal charges or license disciplinary actions pending that results in a conviction or license discipline, you are required to report such actions to the Investigative Unit within 30 days of the decision at: <http://www.dhhs.ne.gov/reg/investi.htm> or by telephone at 402-471-0175.

Conviction Information:

Answer each of the following questions by placing a (✓) in the appropriate box (yes or no) and completing the information requested. All 'yes' responses MUST be explained in detail and you must submit the requested documentation (see page 5 of application).

#	Question	Yes	No	Type of Crime	Date of Action	Name of Court
1	Have you EVER been convicted of a misdemeanor or felony?	<input type="checkbox"/>	<input type="checkbox"/>			

SECTION E – PRACTICE PRIOR TO CREDENTIAL (All applicants must complete this section)

An individual who practices prior to issuance of a credential is subject to assessment of an Administrative Penalty of \$10 per day up to \$1,000, or such other action as provided in the statutes and regulations governing the credential.

1	I have practiced as a cosmetician in Nebraska without a cosmetician registration before submitting this application?	<input type="checkbox"/> Yes <input type="checkbox"/> No
2	If yes, what are the actual number of days you practiced in Nebraska and what is the business name, location and telephone number of the practice:	# of days: _____
		Name of Business: _____
		City: _____
		Telephone #: _____

SECTION F - ATTESTATION

Lawful Presence in the United States Attestation:

For the purpose of complying with Neb. Rev. Stat. §38-129, I attest as follows:

- I am a citizen of the United States; or
- An alien lawfully admitted into the United States who is eligible for a credential under the Uniform Credentialing Act; or
- A nonimmigrant lawfully present in the United States who is eligible for a credential under the Uniform Credentialing Act.

Alien or Non-immigrant Status: If you are a qualified alien lawfully admitted into the United States OR a non-immigrant lawfully present in the United States, you must submit evidence of lawful presence which may include a copy of:

1. A "Green Card" otherwise known as a Permanent Resident Card (Form I-551), both front and back of the card; or
2. An unexpired foreign passport with an unexpired Temporary I-551 stamp bearing the same name as the passport; or
3. A document showing an Alien Registration Number ("A#"), an Employment Authorization Card/Document is **NOT** acceptable;
or
4. A Form I-94 (Arrival-Departure Record).

Your credential will **NOT** be issued until such proof is received by our office and your documents are verified by our office through the Department of Homeland Security. This process may take four to six weeks.

Application Attestation: I further attest that:

1. I have read the application or have had the application read to me;
2. All statements on the application are true and complete;
3. I am of good character; and

Print Name: _____

Signature: _____

Date: _____



NOTE: In order for your application to be considered complete, all applicants MUST also submit a copy of the following documents:

1. Age: Evidence of at least 19 years of age (i.e.: driver's license, birth certificate, marriage license, school transcript, US State ID card, Military ID, or similar documentation);
2. Citizenship, Lawful Presence Information: You must submit a **copy** of at least one of the following documents:
 - (a) A U.S. Passport (unexpired or expired);
 - (b) A birth certificate issued by a state, county, municipal authority or outlying possession of the United States bearing an official seal;
 - (c) An American Indian Card (I-872);
 - (d) A Certificate of Naturalization (N-550 or N-570);
 - (e) A Certificate of Citizenship (N-560 or N-561);
 - (f) Certification of Report of Birth (DS-1350);
 - (g) A Consular Report of Birth Abroad of a Citizen of the United States of America (FS-240);
 - (h) Certification of Birth Abroad (FS-545 or DS-1350);
 - (i) A United States Citizen Identification Card (I-197 or I-179);
 - (j) A Northern Mariana Card (I-873);
 - (k) A Green Card, otherwise known as a Permanent Resident Card (Form I-551), both front and back of the card;
 - (l) An unexpired foreign passport with an unexpired Temporary I-551 stamp bearing the same name as the passport;
 - (m) A document showing an Alien Registration Number ("A#"), an Employment Authorization Card/Document is NOT acceptable;
or
 - (n) A Form I-94 (Arrival-Departure Record);
3. Conviction Information: If you have been convicted of a felony or misdemeanor, you must submit:
 - (a) A copy of the court record, which includes charges and disposition;
 - (b) Explanation from the applicant of the events leading to the conviction (what, when, where, why) and a summary of actions you have taken to address the behaviors/actions related to the convictions;
 - (c) All addiction/mental health evaluations and proof of treatment, if the conviction involved a drug and/or alcohol related offense and if treatment was obtained and/or required; and
 - (d) A letter from the probation officer addressing probationary conditions and current status, if you are currently on probation;
4. Other Credentialing Info: If you hold or have held a credential to provide health services, health-related services, or environmental services in another jurisdiction, you must have the licensing agency submit to the Department Attachment B1;
5. Disciplinary Action: If you have had any disciplinary actions taken against your credential, you must submit a copy of the disciplinary action(s), including charges and disposition;
6. Fee: The required fee (see chart on page 1 of this application).

Any documents written in a language other than English must be accompanied by a complete translation into the English language. The translation must be an original document and contain the notarized signature of the translator. An individual may not translate his/her own documents.