Please refer to the protocol below as you plan your barbering program:

- Please refer to the barbering curriculum at
  http://www.nysed.gov/common/nysed/files/programs/career-technical-education/barbering-curriculum.pdf
- To obtain curriculum approval, your school must
  - Send in a copy of the barbering curriculum
    - It must match the Career and Technical Education (CTE) Department outline
    - It must include the correct number of minimum hours divided appropriately following the CTE outline
    - For a barbering program, it must include specific reference to instruction for HIV prevention to qualify as both barbering **and** HIV training
    - Submit the HIV component as a separate outline if you plan to issue the HIV certificate that must accompany each licensing application
      - ✓ It must state the designated hours and content breakdown for each area of HIV instruction in relation to barbering
      - ✓ It is recommended that the HIV component meet a minimum of 10-15 hours of instruction and can be identified in the Safety and Health, Bacteriology, Decontamination and Infection Control, and Disorders of the Scalp curricular components
  - The packet must also include
    - Textbook choice
    - Equipment list
    - Classroom description
    - Copy of the instructor's teaching certification
    - Current New York State (NYS) barbering license
- Send a letter from the school District Superintendent attesting that
  - The program will be in place as of a particular date
  - Instruction will follow the curriculum plan submitted and be taught by an appropriately certified teacher who **holds a current NYS Barber license**
  - It must say that the CTE Office at the NYS Education Department will be advised of any significant changes to the curriculum for this program

For additional information, please visit the Department of State website at
https://dos.ny.gov/barber