



OFFICE OF CAREER AND TECHNICAL EDUCATION
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www.nysed.gov/career-technical-education

Please refer to the protocol below as you plan your Nail Specialist Trainee program:

- In order to obtain curriculum approval, your school must
 - Send in a copy of your Nail Specialist Trainee curriculum
 - ✓ It must match the DOS outline which is available on the following link:
https://dos.ny.gov/system/files/documents/2022/04/appearance_enhancement_dec_2020.pdf
 - ✓ It must include the correct number of minimum hours divided appropriately following the DOS outline
 - ✓ It must include a textbook choice, equipment list, and facilities description
 - Send a letter from the school District Superintendent
 - ✓ It must attest to the fact that the program will be in place as of a particular date
 - ✓ It must state that instruction will follow the curriculum plan submitted, and be taught by an appropriately certified teacher who holds a current NYS Appearance Enhancement license
 - ✓ It must say that SED 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/nail-specialty>