



**STATE OF NEW HAMPSHIRE**  
**OFFICE OF PROFESSIONAL LICENSURE AND CERTIFICATION**  
***DIVISION OF LICENSING AND BOARD ADMINISTRATION***

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**BOARD OF BARBERING, COSMETOLOGY & ESTHETICS**  
**APPRENTICESHIP HOUR SHEET**

Apprentice name: \_\_\_\_\_

Shop name: \_\_\_\_\_

*PLEASE CIRCLE TYPE OF APPRENTICESHIP*

**BARBER**

**COSMETOLOGY**

**ESTHETICS**

**MANICURIST**

**MASTER BARBER**

- ❖ A Master Barber and Cosmetology apprentice must complete 3,000 hours over an eighteen-month period.
- ❖ A Manicuring apprentice must complete 600 hours over a five-month period.
- ❖ An Esthetics apprentice must complete 1,200 hours over an eight-month period.
- ❖ A Barber must complete 1,600 hours over a twelve-month period.

The months are documented by monthly hours received by this office. This hour sheet must be received in the Board office by the 15<sup>th</sup> of the following month. A written test that has been corrected by instructor must be attached to each hour sheet. The instructor and apprentice must sign the bottom of this form each month. By signing the form you are stating that the apprentice hours of training are correct. **\*\*Keep a copy for your records.\*\***

**MONTH:** \_\_\_\_\_ **YEAR:** \_\_\_\_\_

*Below put the total number of hours completed for that day.*

1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	4 <sup>th</sup>	5 <sup>th</sup>	6 <sup>th</sup>	7 <sup>th</sup>	8 <sup>th</sup>
9 <sup>th</sup>	10 <sup>th</sup>	11 <sup>th</sup>	12 <sup>th</sup>	13 <sup>th</sup>	14 <sup>th</sup>	15 <sup>th</sup>	16 <sup>th</sup>
17 <sup>th</sup>	18 <sup>th</sup>	19 <sup>th</sup>	20 <sup>th</sup>	21 <sup>st</sup>	22 <sup>nd</sup>	23 <sup>rd</sup>	24 <sup>th</sup>
25 <sup>th</sup>	26 <sup>th</sup>	27 <sup>th</sup>	28 <sup>th</sup>	29 <sup>th</sup>	30 <sup>th</sup>	31 <sup>st</sup>	

**PREVIOUS GRAND TOTAL:** \_\_\_\_\_ **+ THIS MONTH'S TOTAL:** \_\_\_\_\_ **= GRAND TOTAL:** \_\_\_\_\_

**\*\*\*ONCE YOU HAVE COMPLETED THE HOURS REQUIRED FOR APPRENTICESHIP YOU MUST SEND IN APPRENTICE LICENSE WITH THE LAST HOUR SHEET\*\*\***

Apprentice signature: \_\_\_\_\_

Date: \_\_\_\_\_

Instructor signature: \_\_\_\_\_

Date: \_\_\_\_\_