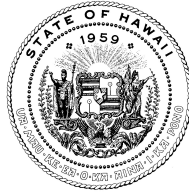


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September 1, 2021

**MEMORANDUM**

TO: Hawaii Beauty Schools and Nail Technician Applicants

FROM: Board of Barbering and Cosmetology

Subject: NIC Nail Technology Theory Examination Update effective October 1, 2021

To Whom It May Concern,

The National-Interstate Council of State Boards of Cosmetology (NIC) is pleased to announce the NIC Nail Technology theory examination have been updated to reflect current professional practices:

The updated content for the abovementioned examinations will become effective October 1, 2021. Candidates taking these examinations on or after that date will be examined on the updated content.

The updated content for the theory examination can be found in the enclosed Candidate Information Bulletins (CIBs). CIBs can also be downloaded from the NIC website at <https://nictesting.org/candidate-information-bulletins/>.

The CIBs provide detailed information related to each examination. The NIC strongly recommends that the CIBs be reviewed carefully and thoroughly.

Sincerely,

(Ms.) Jenny M. Yam  
Executive Officer

Enclosure: NIC Nail Technology Theory Examination Candidate Information Bulletin (CIB)  
NIC References

JMY:la



## NATIONAL NAIL TECHNOLOGY THEORY EXAMINATION

### CANDIDATE INFORMATION BULLETIN (CIB)

*Please visit your examination provider's website OR [www.nictesting.org](http://www.nictesting.org) for the most current bulletin prior to testing.*

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**The National Nail Technology Theory Examination is the licensure examination for Nail Technicians, which is developed by the National-Interstate Council of State Boards of Cosmetology (NIC). This bulletin contains IMPORTANT INFORMATION regarding the examination, including content outline covered by the theory examination, sample questions and answers, and references. The time allowed for the Nail Technology Theory Examination is 90 minutes.**

For each NIC National Theory Examination, there are TWO (2) parts to every Candidate Information Bulletin (CIB) stored as separate documents:

- **Examination Content and Important Instructions** – This provides information about the scope of content covered in the Theory examination and information and guidelines related to administration of the Theory examination.
- **References** – This provides a list of references used to develop and support the content covered in the examination. The references are always the same for the Theory and Practical examinations.

**BE CERTAIN TO DOWNLOAD AND/OR PRINT AND REVIEW BOTH DOCUMENTS THAT MAKE UP THE NIC EXAMINATION CIB.**

**PLEASE REVIEW ALL INFORMATION CAREFULLY!**

### IMPORTANT INSTRUCTIONS

---

- Do not leave the examination area without permission. Permission must be obtained to leave the examination area for any reason, including restroom usage or at the completion of the examination. Picture ID is required for re-entry into the examination.
- With the exception of verbal instructions, the proctors and examination administration personnel are not allowed to communicate with candidates.
- If you have an emergency situation please notify the proctor.
- The following provides examples of materials and actions that are prohibited during the examination administration:
  - Possession of cellular phones, watches (of any kind), pagers, tablets, computers, projectors, cameras, or any other electronic or recording devices, printed materials, or handwritten notes.
  - Communicating to other candidates or any examiner.
  - Exhibiting disruptive behavior.
  - *The above referenced items or actions are not an exhaustive list. Failure to comply with any of these conditions or exhibiting ANY behavior that suggests an effort to cheat will result in your immediate dismissal from the examination and your actions reported to the proper authorities.*

## NAIL TECHNOLOGY THEORY EXAMINATION CONTENT OUTLINE

The following outlines the scope of content covered by the NIC National Nail Technology Theory Examination. The percentages represent the percentage of items from each domain. The examination is comprised of 110 items, of which 100 items are weighted and contribute to the candidate's final score.

### 1A: Scientific Concepts - Infection Control and Safety Practices (15%)

1. Identify how disease and infection are caused and transmitted
2. Recognize and utilize infection control principles
  - a. Levels of infection control
  - b. Process of infection control (e.g., dispensing products, disposal of materials)
3. Apply blood exposure procedures
4. Identify adverse reactions to products or services
5. Utilize Safety Data Sheets (SDS)
6. Identify ways to prevent work injuries (e.g., ventilation, ergonomics)

### 1B: Scientific Concepts - Anatomy and Physiology (15%)

1. Identify functions, parts, and structure of the:
  - a. nails
  - b. skin
2. Recognize disorders and diseases of the:
  - a. nails
  - b. skin
3. Recognize signs and symptoms of disorders, diseases, and conditions of the:
  - a. nails
  - b. skin
4. Identify bones of the:
  - a. arms and hands
  - b. legs and feet
5. Identify muscles and recognize their functions in the:
  - a. arms and hands
  - b. legs and feet

### 1C: Scientific Concepts - Chemistry of Nail Products (10%)

1. Explain purpose and effects of product ingredients
2. Recognize interaction between chemicals
3. Recognize physical changes
4. Recognize chemical reactions

### 2A: Nail Technology Procedures - Client Consultation and Documentation (5%)

1. Identify elements of a client consultation and documentation
2. Evaluate condition of client's nails and skin
3. Recognize conditions that would prohibit service (contraindications)
4. Determine services or products

2B: Nail Technology Procedures - Nail Service Tools (8%)

1. Identify purpose and function of:
  - a. Nail equipment (e.g., electric file, pedicure basin)
  - b. Nail implements (e.g., nail clippers, cuticle pusher)
  - c. Nail supplies and materials (e.g., cotton, buffer)
  - d. Nail products (e.g., polish, lotion)
2. Follow practices for safe use of tools

2C: Nail Technology Procedures - Nail Service Preparation (5%)

1. Perform set-up of work station service area
2. Perform client and practitioner sanitation

2D: Nail Technology Procedures - Manicure and Pedicure Services (18%)

1. Perform procedures for basic manicure and/or pedicure service
  - a. Trim and shape nails
  - b. Soak
  - c. Cuticle maintenance
  - d. Cleanse nails
  - e. Buff nails
  - f. Exfoliate
  - g. Perform basic massage
    1. Identify mechanics of massage movements
      - a. Effleurage
      - b. Petrissage
      - c. Friction
      - d. Tapotement
    2. Recognize effects of massage types
      - a. Effleurage
      - b. Petrissage
      - c. Friction
      - d. Tapotement
  - h. Completion of service
2. Recognize purpose and procedures for add-on services
  - a. Paraffin
  - b. Masks and essential oils
  - c. Gel polish
  - d. Thermal (e.g., stone, towel)

2E: Nail Technology Procedures - Perform Application Maintenance and Removal Procedures for Nail Enhancement Services (20%)

1. Nail tip
2. Acrylics
3. Light-cured gels
4. Powder dip

2F: Nail Technology Procedures - Perform Post-Service Procedures (4%)

## NAIL TECHNOLOGY SAMPLE QUESTIONS

The following sample questions are similar to those on the NIC Nail Technology Theory Examination. Each question is followed by four answer options. Only one option is correct. Correct answers (keys) are listed following the sample questions.

1. Pumice stone is used in pedicuring as
  - a. an abrasive.
  - b. a bleach.
  - c. a lubricant.
  - d. an astringent.
2. What is the **FIRST** step in performing a manicure?
  - a. Shape the nails
  - b. Soften the cuticles
  - c. Clean under free edge
  - d. Remove old polish
3. Where should all manicuring cosmetic supplies be kept when not being used?
  - a. On a clean shelf
  - b. On the manicuring table
  - c. In a clean manicuring kit
  - d. In clean, closed containers
4. Which one of the following is a condition in which the cuticle splits around the nail?
  - a. Hangnails
  - b. Pterygium
  - c. Onychophagy
  - d. Onychorrhexis
5. Nerves and blood vessels are found in the nail
  - a. bed.
  - b. wall.
  - c. plate.
  - d. grooves.
6. An antiseptic is used in manicuring to
  - a. bleach the nails.
  - b. treat minor cuts.
  - c. smooth corrugated nails.
  - d. give the nails a high sheen.
7. After each use, manicuring implements should be
  - a. wiped with a towel.
  - b. wiped with a tissue.
  - c. cleansed and disinfected.
  - d. placed in dry storage.

8. For which one of the following are oil manicures recommended?
- a. Leuconychia
  - b. Split nails
  - c. Brittle nails
  - d. Prevention of infection
9. What is the actively growing part of the nail?
- a. Lunula
  - b. Matrix
  - c. Mantle
  - d. Free edge
10. What should be applied to a split in the nail before wrapping it?
- a. Top coat
  - b. Base coat
  - c. Adhesive glue
  - d. Nail hardener

|   |
|---|
| <b>KEY: 1: A, 2: D, 3: D, 4: A, 5: A, 6: B, 7: C, 8: C, 9: B, 10: C</b> |
|---|



## NATIONAL-INTERSTATE COUNCIL OF STATE BOARDS OF COSMETOLOGY (NIC) REFERENCES

This list provides the references used to develop and support the content covered in the NIC  
Theory and Practical examinations.

The references are always the same for the Theory and Practical examinations.

### COSMETOLOGY & HAIR DESIGN

#### REFERENCES

*Cosmetology Career Concepts*

CLIC International

2014

Pottsville, PA 17901

*Milady Standard Cosmetology*

2016

Milady

[www.miladypro.com](http://www.miladypro.com)

Customer Service: [info@milady.com](mailto:info@milady.com)

800.998.7498 ext. 2700

*Pivot Point Fundamentals: Cosmetology*

(101-113); ©2016 Pivot Point International, Inc.

1st Edition, 1st Printing, November 2016.

ISBN 978-1-940593-56-2

Pivot Point International, Inc.

[www.pivot-point.com](http://www.pivot-point.com)

Contact: Debbie Mack, [dmack@pivot-point.com](mailto:dmack@pivot-point.com)

800-886-4247, Ext. 7368

*Today's Class: Cosmetology 1, Cosmetology, 2, Basic Esthetics 1 & 2, Nail Technician*

2016

Melior, Inc.

<https://www.todaysclass.com/index.html>

877-224-0435

#### SUPPLEMENTAL REFERENCES

*Milady Standard Cosmetology*

2012

Milady

[www.miladypro.com](http://www.miladypro.com)

Customer Service: [info@milady.com](mailto:info@milady.com)

800.998.7498 ext. 2700

*Salon Fundamentals Cosmetology*

2014, 3<sup>rd</sup> Edition, 1<sup>st</sup> Printing. September 2014

Pivot Point International, Inc.

[www.pivot-point.com](http://www.pivot-point.com)

Contact: Debbie Mack, [dmack@pivot-point.com](mailto:dmack@pivot-point.com)

800-886-4247



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This list provides the references used to develop and support the content covered in the NIC  
Theory and Practical examinations.

The references are always the same for the Theory and Practical examinations.

### **BARBERING (BARBER STYLING, BARBER, BARBER 1)**

#### **REFERENCES**

*Pivot Point Fundamentals: Barbering*, (101B – 113B); ©2018 Pivot Point International, Inc.

1st Edition, 1st Printing, March 2018

ISBN 978-1-940593-96-8

Pivot Point International, Inc.

[www.pivot-point.com](http://www.pivot-point.com)

Contact: Debbie Mack, [dmack@pivot-point.com](mailto:dmack@pivot-point.com)

800-886-4247, Ext. 7368

*Milady's Standard Professional Barbering*

2017

Milady

[www.miladypro.com](http://www.miladypro.com)

Customer Service: [info@milady.com](mailto:info@milady.com)

800.998.7498 ext. 2700

#### **SUPPLEMENTAL REFERENCES**

*Milady's Standard Professional Barbering*

2011, 5<sup>th</sup> Edition

Milady

[www.miladypro.com](http://www.miladypro.com)

Customer Service: [info@milady.com](mailto:info@milady.com)

800.998.7498 ext. 2700

### **BODY PIERCING**

#### **REFERENCES**

*APP Procedure Manual*

2013 Edition

Association of Professional Piercers

[safepiercing.org](http://safepiercing.org)

Customer Service: [info@safepiercing.org](mailto:info@safepiercing.org)

1.888.888.1277

*The Piercing Bible*

March 2009

Elayne Angel

<http://piercingbible.com/>

*Milady's Standard Esthetics: Fundamentals*

2013, 11<sup>th</sup> Edition

Milady

[www.miladypro.com](http://www.miladypro.com)

Customer Service: [info@milady.com](mailto:info@milady.com)

800.998.7498 ext. 2700





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Theory and Practical examinations.

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### **ELECTROLOGY**

#### **REFERENCES**

*Milady's Hair Removal Techniques: A Comprehensive Manual*

2004

Milady

[www.miladypro.com](http://www.miladypro.com)

Customer Service: [info@milady.com](mailto:info@milady.com)

800.998.7498 ext. 2700

*Salon Fundamentals Esthetics*

2013, 2<sup>nd</sup> Edition, 11<sup>th</sup> printing, 2<sup>nd</sup> Edition, August 2013

Pivot Point International, Inc.

[www.pivot-point.com](http://www.pivot-point.com)

Contact: Debbie Mack, [dmack@pivot-point.com](mailto:dmack@pivot-point.com)

800-886-4247

#### **SUPPLEMENTAL REFERENCES**

*Milady's Standard Esthetics: Fundamentals*

2009, 10<sup>th</sup> Edition

Milady

[www.miladypro.com](http://www.miladypro.com)

Customer Service: [info@milady.com](mailto:info@milady.com)

800.998.7498 ext. 2700

*Salon Fundamentals Esthetics – A Resource for Your Skin Care Career*

2007, 10<sup>th</sup> printing, 2<sup>nd</sup> Edition, September 2012

Pivot Point International, Inc.

[www.pivot-point.com](http://www.pivot-point.com)

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Theory and Practical examinations.

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### **ESTHETICS**

#### **REFERENCES**

*Milady's Standard Esthetics: Fundamentals*

2020, 12<sup>th</sup> Edition

Milady

[www.miladypro.com](http://www.miladypro.com)

Customer Service: [info@milady.com](mailto:info@milady.com)

800.998.7498 ext. 2700

*Salon Fundamentals Esthetics*

2013, 2<sup>nd</sup> Edition, 11<sup>th</sup> printing, 2<sup>nd</sup> Edition, August 2013

Pivot Point International, Inc.

[www.pivot-point.com](http://www.pivot-point.com)

Contact: Debbie Mack, [dmack@pivot-point.com](mailto:dmack@pivot-point.com)

800-886-4247

#### **SUPPLEMENTAL REFERENCES**

*Milady's Standard Esthetics: Fundamentals*

2013, 11<sup>th</sup> Edition

Milady

[www.miladypro.com](http://www.miladypro.com)

Customer Service: [info@milady.com](mailto:info@milady.com)

800.998.7498 ext. 2700

*Salon Fundamentals Esthetics – A Resource for Your Skin Care Career*

2007, 10<sup>th</sup> printing, 2<sup>nd</sup> Edition, September 2012

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[www.pivot-point.com](http://www.pivot-point.com)

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Theory and Practical examinations.

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### **ESTHETICS-ADVANCED PRACTICE (AP)**

#### **REFERENCES**

*Milady Standard Esthetics: Advanced*

2013 2<sup>nd</sup> edition

Milady

[www.miladypro.com](http://www.miladypro.com)

Customer Service: [info@milady.com](mailto:info@milady.com)

800.998.7498 ext. 2700

*Skin Care: Beyond the Basics*

2012, 4<sup>th</sup> Edition

Mark Lees

Milady

[www.miladypro.com](http://www.miladypro.com)

Customer Service: [info@milady.com](mailto:info@milady.com)

800.998.7498 ext. 2700

#### **SUPPLEMENTAL REFERENCES**

*Milady's Standard Esthetics: Fundamentals*

2013, 11<sup>th</sup> Edition

Milady

[www.miladypro.com](http://www.miladypro.com)

Customer Service: [info@milady.com](mailto:info@milady.com)

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Theory and Practical examinations.

The references are always the same for the Theory and Practical examinations.

### **INSTRUCTOR**

#### **REFERENCES**

*McKeachie's Teaching Tips: Strategies, Research,  
and Theory for College and University Teachers*  
2014, 14<sup>th</sup> Edition

Milady

[www.miladypro.com](http://www.miladypro.com)

Customer Service: [info@milady.com](mailto:info@milady.com)

800.998.7498 ext. 2700

*Milady's Master Educator  
Student Course Book*

2014, 3<sup>rd</sup> Edition

Milady

[www.miladypro.com](http://www.miladypro.com)

Customer Service: [info@milady.com](mailto:info@milady.com)

*Mindful Teaching Pro eBook 101.1 – 701.6*  
2013

Pivot Point International, Inc.

[www.pivot-point.com](http://www.pivot-point.com)

Contact: Debbie Mack, [dmack@pivot-point.com](mailto:dmack@pivot-point.com)

800-886-4247

#### **SUPPLEMENTAL REFERENCES**

*McKeachie's Teaching Tips: Strategies, Research,  
and Theory for College and University Teachers*  
2011, 13<sup>th</sup> Edition

Milady

[www.miladypro.com](http://www.miladypro.com)

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Theory and Practical examinations.

The references are always the same for the Theory and Practical examinations.

### MANAGER

#### REFERENCES

*Successful Salon & Spa Management*

2012, 6<sup>th</sup> Edition

Milady

[www.miladypro.com](http://www.miladypro.com)

Customer Service: [info@milady.com](mailto:info@milady.com)

800.998.7498 ext. 2700

#### SUPPLEMENTAL REFERENCES

*Cosmetology Career Concepts*

CLIC International

2014

Pottsville, PA 17901

*Milady Standard Cosmetology*

2016

Milady

[www.miladypro.com](http://www.miladypro.com)

Customer Service: [info@milady.com](mailto:info@milady.com)

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### NAIL TECHNOLOGY

#### REFERENCES

*Milady's Standard Nail Technology*

2015, 7<sup>th</sup> Edition

Milady

[www.miladypro.com](http://www.miladypro.com)

Customer Service: [info@milady.com](mailto:info@milady.com)

800.998.7498 ext. 2700

*Nails – Exhibits of Art*

2007, 2.1 Edition

CLIC International

2014

Pottsville, PA 17901

*Salon Fundamentals Nails*

2013, 1<sup>st</sup> Edition, 10<sup>th</sup> printing, June 2013

Pivot Point International, Inc.

[www.pivot-point.com](http://www.pivot-point.com)

Contact: Debbie Mack, [dmack@pivot-point.com](mailto:dmack@pivot-point.com)

800-886-4247

*Today's Class: Nail Technician*

2016

Melior, Inc.

<https://www.todaysclass.com/index.html>

877-224-0435

#### SUPPLEMENTAL REFERENCES

*Milady's Standard Nail Technology*

2011, 6<sup>th</sup> Edition

Milady

[www.miladypro.com](http://www.miladypro.com)

Customer Service: [info@milady.com](mailto:info@milady.com)

800.998.7498 ext. 2700

*Nails – Exhibits of Art*

2007, 1<sup>st</sup> Edition

Author: Randy Rick

CLIC International

2014

Pottsville, PA 17901

*Salon Fundamentals Nails*

2011, 1<sup>st</sup> Edition, 7<sup>th</sup> Printing, October 2011

Pivot Point International, Inc.

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Theory and Practical examinations.

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### NATURAL HAIR STYLING

#### REFERENCES

*Milady Standard Natural Hair Care and Braiding*

2014

Milady

[www.miladypro.com](http://www.miladypro.com)

Customer Service: [info@milady.com](mailto:info@milady.com)

800.998.7498 ext. 2700

#### SUPPLEMENTAL REFERENCES

*Cosmetology Career Concepts*

CLIC International

2014

Pottsville, PA 17901

*Milady Standard Cosmetology*

2016

Milady

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Theory and Practical examinations.

The references are always the same for the Theory and Practical examinations.

### **PERMANENT COSMETICS/MICROPIGMENTATION**

#### **REFERENCES**

*Milady's Standard Esthetics: Fundamentals*

2013, 11<sup>th</sup> Edition

Milady

[www.miladypro.com](http://www.miladypro.com)

Customer Service: [info@milady.com](mailto:info@milady.com)

800.998.7498 ext. 2700

*Milady Standard Esthetics: Advanced*

2013 2<sup>nd</sup> edition

Milady

[www.miladypro.com](http://www.miladypro.com)

Customer Service: [info@milady.com](mailto:info@milady.com)

800.998.7498 ext. 2700

*The Epidermal Cell Therapy Skillsbook*

2015

Author: L. Saphonia Gee, L.M.E., CIDESCO Diplomat

L. Saphonia Gee

*Fundamentals of Permanent Cosmetics*

2011

Author: Conne Lord

CreateSpace Independent Publishing Platform

*Permanent Cosmetics: The Foundation of Fundamental Application*

2018, 2<sup>nd</sup> Edition

Author: Marjorie Grimm, CPCP

Society of Permanent Cosmetics Professionals

[www.spcp.org](http://www.spcp.org)

*Permanent Makeup: Tips and Techniques*

2007

Author: Pamela Hill, RN

Delmar Learning

[www.milady.com](http://www.milady.com)





## NATIONAL-INTERSTATE COUNCIL OF STATE BOARDS OF COSMETOLOGY (NIC) REFERENCES

This list provides the references used to develop and support the content covered in the NIC  
Theory and Practical examinations.

The references are always the same for the Theory and Practical examinations.

### TATTOOING

#### REFERENCES

*APP Procedure Manual*

2013 Edition

Association of Professional Piercers

[safepiercing.org](http://safepiercing.org)

Customer Service: [info@safepiercing.org](mailto:info@safepiercing.org)

1.888.888.1277

*Milady's Standard Esthetics: Fundamentals*

2013, 11<sup>th</sup> Edition

Milady

[www.miladypro.com](http://www.miladypro.com)

Customer Service: [info@milady.com](mailto:info@milady.com)

800.998.7498 ext. 2700

### HAIR REMOVAL TECHNOLOGY (Rel. 6.1.2018) & WAX TECHNOLOGY

#### REFERENCES

*Milady Standard Esthetics: Advanced*

2013 2<sup>nd</sup> edition

Milady

[www.miladypro.com](http://www.miladypro.com)

Customer Service: [info@milady.com](mailto:info@milady.com)

800.998.7498 ext. 2700

*Milady's Standard Esthetics: Fundamentals*

2013, 11<sup>th</sup> Edition

Milady

[www.miladypro.com](http://www.miladypro.com)

Customer Service: [info@milady.com](mailto:info@milady.com)

800.998.7498 ext. 2700

*Salon Fundamentals Esthetics*

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Pivot Point International, Inc.

[www.pivot-point.com](http://www.pivot-point.com)

Contact: Debbie Mack, [dmack@pivot-point.com](mailto:dmack@pivot-point.com)

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#### SUPPLEMENTAL REFERENCES

*Milady's Standard Esthetics: Fundamentals*

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**NATIONAL-INTERSTATE COUNCIL OF STATE BOARDS OF COSMETOLOGY (NIC)  
REFERENCES**

This list provides the references used to develop and support the content covered in the NIC  
Theory and Practical examinations.

The references are always the same for the Theory and Practical examinations.

**HAIR REMOVAL TECHNOLOGY (Rel. 6.1.2018) & WAX TECHNOLOGY**

**SUPPLEMENTAL REFERENCES (Continued)**

*Milady's Hair Removal Techniques: A Comprehensive Manual*

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