

MICHIGAN BARBER INSTRUCTOR LICENSING GUIDE

OVERVIEW:

The barber instructor license type allows a licensee to instruct another in the theory and practice of serving as a barber.

NOTE: The content contained below is a general overview of licensing requirements. Links to access the Occupational Code and Administrative Rules for this profession can be found at the end of this guide.

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LICENSURE REQUIREMENTS CHECKLIST

APPLICATION AND FEES

- Online Application for a Michigan Barber Instructor License - Complete all fields, answer all questions, and upload any supporting documentation.
- Online applications can be completed by visiting www.michigan.gov/miplus
- Application Fee + 2 year license fee: (Must be paid by Visa, Mastercard, American Express, or Discover credit or debit card)

Barber Instructor by Exam or Reciprocity: \$100.00

THE FOLLOWING REQUIREMENTS APPLY TO ALL APPLICANTS

- Good Moral Character Question – I have the ability and will serve the public in a fair, honest, and open manner. If I have had a judgement of guilt in a criminal proceeding or a civil action against me, I am rehabilitated, or the substance of my former offence is not reasonably related to the occupation or profession for which I am seeking a license.

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- Social Security Number – An individual applying for licensure is required to provide his or her social security number at the time of application. If exempt under law from obtaining an SSN or you do not have an SSN, the SSN affidavit form will be required to be uploaded at the time the application is submitted.
- Have graduated from high school or have an equivalent education as approved by the department.
- Actively licensed as a barber with not less than 2 years of experience.
- Have completed 1 year of instruction in the teaching of barbering at a licensed barber college or has successfully completed 60 semester hours or 90 term hours in a course of instruction approved by the board at an accredited college or university and has 6 months of instruction in the teaching of barbering at a barber college. An individual who has been duly authorized under the laws of another state, jurisdiction, or country to instruct others in barbering may substitute 1 year of experience in barber instruction for the required training.
- Have passed the Theory Exam. For exam related questions or to schedule your exam, contact PSI at www.psiexams.com or by calling 855-579-4635.

ADDITIONAL REQUIREMENTS FOR LICENSURE BY ENDORSEMENT (These are in addition to the requirements stated above that apply to ALL applicants)

- Verification of Licensure – Verification that you hold or have held in good standing a license as a barber instructor in another state, jurisdiction, or country. If licensed to instruct others in barbering in another state, jurisdiction, or country, you may substitute 1 year of experience in barber instruction for the purpose of fulfilling the required training. Verification must be sent directly to our office from the licensing agency by email to bpldata@michigan.gov or by mail to the Bureau of Professional Licensing, PO Box 30670, Lansing, MI 48909.

ADDITIONAL REQUIREMENTS FOR THOSE APPLYING FOR RELICENSURE (These are in addition to the requirements stated above that apply to ALL applicants)

- Online application can be completed by visiting www.michigan.gov/miplus, select **MiPLUS Login**, select “**Modification**” next to your license number and this will start the relicensure process.
- Barber Instructor Relicensure: \$120.00 (Must be paid by Visa, Mastercard, American Express, or Discover credit or debit card)

Applicants for relicensure whose license has lapsed for MORE than 3 years after the expiration date of the last license must satisfy either of the following:

- Pass the examination required for licensure.
- Establish that you have an active barber instructor license in good standing in another state, jurisdiction, or country.

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RENEWAL REQUIREMENTS CHECKLIST

- Online Application for Michigan Barber Instructor Renewal – Must be completed by visiting www.michigan.gov/miplus no sooner than 90 days prior to the expiration date of current license.
- Renewal Application Fee: \$80.00 (Must be paid by Visa, Mastercard, American Express or Discover credit or debit card)
- Renewal Cycle: 2 years
- Accept Renewal Attestation – By accepting the renewal attestation you as the licensee are certifying that you have met the requirements and all information provided on your renewal application is true and complete.

HELPFUL RESOURCES AND FORMS

- By visiting www.michigan.gov/occupationallicense and clicking on the barbers link you can access the following helpful resources and forms:

Resources:

- [Occupational Code](#)
- [Administrative Rules for Barbers](#)

FREQUENTLY ASKED QUESTIONS

1. What is the difference between the barber student instructor and barber instructor license?

Barber Instructor: This is a full license granted to a qualified individual who, instructs another in the theory and practice of serving as a barber and holds an active barber license with not less than 2 years of experience.

Barber Student Instructor: This is a full license granted to a qualified individual who is learning the theory and practice of teaching barbering and holds an active barber license with not less than 2 years' experience.

2. How long are instructor exams valid?

Instructor passing exam results are valid for one year from the date earned.

3. When can I renew my instructor license?

The instructor license must be renewed after the renewal of the barber license as this is the parent license. To avoid a duplicate payment error, wait about 30 minutes between completing the cosmetologist and instructor renewal applications.

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You will be sent a renewal notification to both your mailing and email address on record approximately 90 days prior to the expiration date of your license. You will not be able to renew before that time. Remember to notify the Department of any address change by submitting a MiPLUS modification. It is your responsibility as a licensed professional to renew your license on time. Failure to receive the renewal postcard, email notification, or to notify the Department of an address change does not exempt you from renewing your license on time.

You can renew online by logging into your MiPLUS account at www.michigan.gov/MiPLUS. You may pay your renewal fee by using a debit or credit card containing a Visa, MasterCard, American Express, or Discover logo.

4. If I am applying through reciprocity, am I required to take the theory exam?

Yes. All instructors even if applying through reciprocity must take the Michigan theory exam.

5. Do I take my theory exam before applying for the cosmetology instructor license?

Yes. The applicant can test with PSI before applying for licensure.