**Section 1175.501 School Licensure Application – Public Schools**

a) An applicant for a cosmetology school license shall submit a completed application to the Division with the following information and documentation:

1) A detailed 8½ x 11 inch floor plan;

A) drawn to scale;

B) shows dimensions;

C) has all areas labeled;

D) has all fixtures shown; and

E) demonstrates compliance with the requirements of Section 1175.505;

2) A listing of all teachers, including their teacher license numbers, who will be in the school's employ;

3) A copy of the curricula that will be followed for each program that meets the requirements of this Part;

4) A copy of the school's official transcript for each program that meets the requirements of this Part;

5) A Commitment Statement, as provided in the licensure application packet, signed and dated by the school's chief administrative officer; and

6) The required fee set forth in Section 1175.100.

b) New schools that wish to offer nail technology, barbering, hair braiding and/or esthetics in addition to cosmetology shall comply with Sections 1175.375, 1175.805, 1175.1505 and/or 1175.1105.

c) When the items required by subsections (a) and (b) have been received, the Division shall inspect the school premises, prior to school approval, to determine compliance with this Subpart. School operations may not commence, nor shall the school in any way solicit student enrollment, until the school has received written notice of approval from the Division. Approval will be granted if all of the requirements of this Subpart have been met.

(Source: Added at 42 Ill. Reg. 15159, effective August 10, 2018)