

**PLEASE READ BEFORE YOU PROCEED.**

**Course Description found on page 2**

Thank you for choosing C.E.U. APPROVED.

Due to the new state board rules, Effective April 1, 2012,  
C.E.U. is no longer required to submit your CE hours to the NC State Board.

**WHAT TO DO AFTER YOU COMPLETE YOUR COURSE**

**It is now the licensee responsibility to maintain a copy of your CE Record and Certificate.**

**DO NOT SEND DOCUMENTS TO THE STATE BOARD.**

Beginning July 1st. you will be able to renew your license online or  
[CLICK HERE](#) to print the license renewal form

Thereafter you must hold on to your documents as proof that you did complete your  
Continuing Education, for auditing purpose.

[CLICK HERE TO RENEW YOUR LICENSE ONLINE](#)

North Carolina Board Of Cosmetic Arts Examiners  
1207 Front Street  
Raleigh NC 27609  
919-733-4117

**YOUR CE RECORD OF ATTENDANCE IS ON PAGE 2.**

**SCROLL DOWN.**

{Print this form and maintain in your records}  
**CE SPONSOR**

**C.E.U. APPROVED  
P.O. BOX 36383  
FAYETTEVILLE NC 28303  
1-888-534-2747**

## **RECORD OF ATTENDANCE FORM**

**Course Title:** 4 HR MAINTAINING HEALTHY SKIN

**Course Description:** This course is design for Cosmetologist, Esthetician and Instructors. This class entails the biology of the skin, skin hydration, the makeup of the skin barrier, the main components of the skin barrier and how to repair the skin barrier

**Date Conducted:** \_\_\_\_/\_\_\_\_/\_\_\_\_ (Certificate will reflect the date)

**Address, location where the class was conducted:** Correspondence

**Continuing Education hours Earned:** 4

**This form is not valid without a copy of the Certificate of Completion**

**Please maintain a copy of this form along with a copy of your Certificate for your records.** Audits of the licensee continuing education may be conducted at any time and upon the board request each licensee shall provide completed records to the board

The board may suspend a license, revoke a license or deny the renewal of any licensee, who fails to comply with any provision in the rules

The presentation of fraudulent continuing education documentation to the board by a licensee shall result in a civil penalty of \$500.00