








This document is intended to highlight the requirements for applicants seeking a Minnesota cosmetology license who have training and experience in another country and have not been licensed in another state. Reference: [MN Rules Chapter 2105](#) and [MN Rules Chapter 2110](#)

Questions? Contact the Board of Cosmetology! [cosmetology@state.mn.us](mailto:cosmetology@state.mn.us) | (651) 201-2742 | [mn.gov/boards/cosmetology](http://mn.gov/boards/cosmetology)





## 1

## FOREIGN CREDENTIAL EVALUATION

-  Any records from another country, including records in English, must be evaluated by a Board-approved credentialing agency at the student's or school's expense. The Board has approved AEQUO International for all foreign evaluations.
-  Click this link to see the steps of the evaluation process: [Steps to Complete the AEQUO Process](#)  This information is also available on the Foreign Documents page of the Board website.
-  Submit all cosmetology training and work experience documentation directly to AEQUO International for evaluation.
-  Tip: Foreign high school diplomas also require evaluation. To save time, they can be submitted to AEQUO International with cosmetology training records at an additional cost.




## 2

## MN COSMETOLOGY SCHOOL EVALUATION

-  Schools may only evaluate foreign documentation which has been verified by the Board-approved credentialing agency, AEQUO International (see item 1 above).
-  The school must evaluate the applicant's training documentation (student records, training and work experience) to determine if it meets or exceeds what is required in a Minnesota curriculum, or if additional training is necessary.
-  The applicant must complete the Practical Skills Test as part of the evaluation.
-  Schools must maintain a report that outlines their evaluation of the applicant's training background. The school report must include: the method of evaluation, the dates and location of their original training, any testing results, copies of any transcripts or diplomas used in the evaluation, and an explanation of the typical training or apprenticeship required in the country where the applicant previously practiced.


## 3

## COURSE COMPLETION CERTIFICATE

-  After the applicant has met all initial training requirements and passed the Practical Skills Test, the school issues a Foreign Transfer Course Completion Certificate.
-  The school's evaluation report (see item 2 above) and AEQUO's cosmetology evaluation report must be attached to the certificate.
-  Reminder: The Foreign Transfer Course Completion Certificate is a specific document to be used for applicants who have training or experience in another country and have not been licensed in the United States. Do not modify a different completion certificate for this purpose, it will not be accepted.

## 4

## SUBMIT LICENSE APPLICATION

-  After items 1-3 are completed and the applicant has passed all three written exams, they may submit a completed Foreign License Transfer Application to the Board office. The application can be found on the BCE website under Licensing > Individual Applications.