



**COSMETIC THERAPY**  
**PRELIMINARY EDUCATION APPLICATION INSTRUCTIONS**

1. Complete the **COSMETIC THERAPY - APPLICATION FOR PRELIMINARY EDUCATION** in its entirety.
2. Submit a check or money order in the amount of **\$35.00** made payable to the **State Medical Board of Ohio** with your application. **FEES SUBMITTED ARE NEITHER REFUNDABLE NOR TRANSFERABLE.**

**Application Process**

The application and appropriate fee must be received at the Board offices or postmarked no later than the first day the student attends the classes. Failure of the student to submit the preliminary education application within the timeframe shall invalidate the hours earned in that academic term from the total required to qualify to sit for the licensing exam.

The application processing time is ordinarily 2-3 weeks after receipt of an application and fees by the Board. An incomplete application or any unusual circumstances may delay processing.

**Preliminary Education Certificate**

Upon issuance of an Ohio preliminary education number, a certificate will be sent to the student in approximately 2 to 3 weeks.

Please be advised that verification of the preliminary education number may also be obtained directly from the Board's website at [www.state.oh.us/med/](http://www.state.oh.us/med/).

The Board may randomly select applications for verification that all preliminary education requirements have been met. Students whose applications are selected shall submit additional documentation of compliance with the preliminary education requirements as the Board may require.