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new centre  
application form



Have you registered with another examining body?

Y

N

If yes, please give name of examining body and qualifications delivering:

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Have you ever had any approvals turned down or withdrawn?

Y

N

If yes, please give details:

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Where did you first hear about CIBTAC?

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**CIBTAC use only**

Please confirm all the above information is correct, list any relevant points to note regarding administration details.

## Section B: Staffing

Please list names of the proposed teaching Staff (complete and submit a New Tutor form for each person)

1 \_\_\_\_\_

2 \_\_\_\_\_

3 \_\_\_\_\_

4 \_\_\_\_\_

5 \_\_\_\_\_

6 \_\_\_\_\_

7 \_\_\_\_\_

8 \_\_\_\_\_

9 \_\_\_\_\_

10 \_\_\_\_\_

**Outline the Centre requirements for qualifications and experience when employing Staff and how it is monitored:**

\_\_\_\_\_

\_\_\_\_\_

Will all Staff receive an induction that will include the following information:

CIBTAC rules and regulations	Y	N
Syllabus requirements	Y	N
Assessment procedures and record keeping	Y	N
Registration/examination fees, requirements and procedures	Y	N
Role of the Examiner	Y	N
Examination report forms	Y	N
Appeals/grievance/disciplinary procedures	Y	N
Health and Safety procedures	Y	N
Equal opportunities and special needs procedures	Y	N

Who will be the nominated contact for:

Health and Safety issues? \_\_\_\_\_

Grievance issues? \_\_\_\_\_

Equal opportunity issues? \_\_\_\_\_

Will all Staff have access to all the above information? Y N

Do the course team hold regular meetings? Y N

**CIBTAC use only**

Please confirm all the above information is correct, list any relevant points to note regarding staffing details

**Section C: Subjects/resources**

Please list names of the CIBTAC qualifications you wish to offer:

1 \_\_\_\_\_

2 \_\_\_\_\_

3 \_\_\_\_\_

4 \_\_\_\_\_

5 \_\_\_\_\_

**Emergency equipment and procedures:**

Do you have the correct number of the following and is it sited correctly?

Fire fighting equipment, fire exits and fire doors Y N

First aid boxes Y N

Up to date accident book Y N

Active risk assessment policy (monitored regularly) Y N

Electrical equipment tested annually Y N

If no, please give details:

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Have all Staff and Candidates been instructed in Health and Safety procedures?	Y	N
Are fire evacuation procedures clearly displayed?	Y	N
Are the facilities and equipment current and in common use in business?	Y	N
Are all the facilities and equipment regularly updated?	Y	N

Where is the Health and Safety policy displayed? \_\_\_\_\_

It is a CIBTAC requirement that all Centres have the following:

- A practical salon room that can accommodate one workstation per Candidate
- Easy physical access to all facilities and accommodation for all Candidates
- Sufficient hot and cold water, waste disposal, heating, lighting and ventilation
- Reception and retail sales area
- Adequate hygienic toilet and changing facilities
- A suitable area for theory sessions
- A reference library facility

Does your Centre comply with all the above on the indicated site? Y N

**CIBTAC use only**

Please confirm all the above information is correct, list any relevant points to note regarding subject/resource details

## Equipment

CIBTAC has a required minimum amount of equipment dependant on amount of Candidates. For teaching purposes you are required to have one piece of equipment per four Candidates.

For examination purposes it is expected that each Candidate has access to all equipment required for individual use. CIBTAC rules state no more than ten Candidates will be practically examined in any one session.

All equipment must also comply with current safety standards and be used in accordance with manufacturer's instructions.

Have you got sufficient equipment for the total number of Candidates?                    Y                    N

Will equipment be exclusively available to Candidates during training?                    Y                    N

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**Please find the table corresponding to the course you wish to offer and complete the columns with the actual number of machines/equipment and how many Candidates you will be teaching.**

**Leave the Examiners column blank. This is for confirmation purposes when your accreditation visit is carried out.**

### All practical qualifications

	Actual amount	Examiner check
Beauty couch		
Trolley		
Stool/chair		
Magnifier lamp (where applicable)		
Appropriate sterilisation for courses offered		
<b>Actual number of Candidates</b>		

### Level 2 Award in Body Art Design

(Available from 1st September 2011)

	Actual amount	Examiner check
Appropriate and sufficient range of products		
Equipment to enable Candidates to produce the work detailed in the syllabus		
<b>Actual number of Candidates</b>		

### Level 2 Award in Eyelash and Eyebrow Treatments

(Available from 1st September 2011)

	Actual amount	Examiner check
Appropriate and sufficient range of products for eyelash perming		
Appropriate and sufficient range of products for eyelash/eyebrow tinting		
<b>Actual number of Candidates</b>		

<b>Level 2 Award in Eyelash Perming</b>	<b>Actual amount</b>	<b>Examiner check</b>
Appropriate and sufficient range of products		
<b>Actual number of Candidates</b>		

<b>Level 2 Award in Male Skin Care</b>	<b>Actual amount</b>	<b>Examiner check</b>
(Available from 1st September 2011)		
Steamer/hot towels		
Tweezers for Brow Shaping		
Appropriate and sufficient range of products		
<b>Actual number of Candidates</b>		

<b>Level 2 Award in Nail Art</b>	<b>Actual amount</b>	<b>Examiner check</b>
(Available from 1st September 2011)		
Appropriate and sufficient range of products		
Equipment to enable Candidates to produce the work detailed in the syllabus		
<b>Actual number of Candidates</b>		

<b>Level 2 Award in Provide Threading</b>	<b>Actual amount</b>	<b>Examiner check</b>
(Available from 1st September 2011)		
Appropriate and sufficient range of products		
<b>Actual number of Candidates</b>		

<b>Level 2 Award in Thermal Auricular Therapy</b>	<b>Actual amount</b>	<b>Examiner check</b>
Ear candles (sufficient Biosun candles for all Candidates to work)		
<b>Actual number of Candidates</b>		

<b>Level 2 Award in Waxing</b>	<b>Actual amount</b>	<b>Examiner check</b>
Warm wax system		
Hot wax system		
Disposable gloves		
Appropriate and sufficient range of products		
<b>Actual number of Candidates</b>		

### Level 3 Award in Airbrushed Make Up for the Face

(Available from 1st September 2011)

Appropriate and sufficient range of products

Equipment to enable Candidates to produce the work detailed in the syllabus

Disposable face masks

Disposable head caps

Specialist airbrush make up –

Silicone based • Water based • Alcohol based

Airbrush and Compressors (or appropriate air supply)

**Actual number of Candidates**

Actual amount

Examiner check

### Level 3 Award in Airbrushed Nail Art

(Available from 1st September 2011)

Appropriate and sufficient range of products

Equipment to enable Candidates to produce the work detailed in the syllabus

Stencils • Lace • Mesh

Masking paper • Frisket

Base coats • Bond Coat • Top coat • Sealer

Acrylic paints • Water based paints • Metallic paints

Airbrush and Compressors (or appropriate air supply)

**Actual number of Candidates**

Actual amount

Examiner check

### Level 3 Award in Body Massage

Appropriate and sufficient range of products

**Actual number of Candidates**

Actual amount

Examiner check

### Level 3 Award in Camouflage Make Up

(Available from 1st September 2011)

Appropriate and sufficient range of products

**Actual number of Candidates**

Actual amount

Examiner check

<b>Level 3 Award in Healthy Eating and Wellbeing for the Complementary Therapies Client</b>	<b>Actual amount</b>	<b>Examiner check</b>
Selection of books (CIBTAC recommended)		
<b>Actual number of Candidates</b>		

<b>Level 3 Award in Facial Electrical Treatments</b>	<b>Actual amount</b>	<b>Examiner check</b>
High frequency		
Facial Galvanic units - iontophoresis/desincrustation		
Micro-current		
Facial faradic (N.M.E.S)		
Facial vacuum suction units		
Appropriate and sufficient range of products		
<b>Actual number of Candidates</b>		

<b>Level 3 Award in Indian Head Massage Services</b>	<b>Actual amount</b>	<b>Examiner check</b>
Appropriate and sufficient range of products		
<b>Actual number of Candidates</b>		

<b>Level 3 Award in Intimate Waxing for Female Clients</b>	<b>Actual amount</b>	<b>Examiner check</b>
(Available from 1st September 2011)		
Warm wax system		
Hot wax system		
Disposable gloves		
Appropriate and sufficient range of products		
<b>Actual number of Candidates</b>		

<b>Level 3 Award in Intimate Waxing for Male Clients</b>	<b>Actual amount</b>	<b>Examiner check</b>
(Available from 1st September 2011)		
Warm wax system		
Hot wax system		
Disposable gloves		
Appropriate and sufficient range of products		
<b>Actual number of Candidates</b>		

### Level 3 Award in Micro-Dermabrasion

(Available from 1st September 2011)

Micro-Dermabrasion machine

Appropriate and sufficient range of products

**Actual number of Candidates**

Actual amount

Examiner check

### Level 3 Award in Provide Self Tanning

(Available from 1st September 2011)

Range of tanning creams • Gels • Mousses • Liquids

Spray gun and compressor

Barrier cream • Moisturisers • Exfoliators

**Actual number of Candidates**

Actual amount

Examiner check

### Level 4 Award in Advanced Epilation

Short wave Diathermy epilation machine

Blend epilation machine

Disposable gloves

Selection of needles – types and sizes

Sharps box or equivalent

Appropriate and sufficient range of products

**Actual number of Candidates**

Actual amount

Examiner check

### Level 2 Certificate in Facial Services

Steamer/hot towels

Eyelash tinting preparations

False eyelashes

Appropriate and sufficient range of products

**Actual number of Candidates**

Actual amount

Examiner check

<b>Level 2 Certificate in Nail Technologies</b>	<b>Actual amount</b>	<b>Examiner check</b>
Nail stations/desks		
Manicure/pedicure bowls		
Appropriate and sufficient range of products to cover gel, fibreglass and liquid/powder systems		
<b>Actual number of Candidates</b>		

<b>Level 2 Certificate in Nail Treatments</b>	<b>Actual amount</b>	<b>Examiner check</b>
Nail stations/desks		
Manicure/pedicure bowls		
Appropriate and sufficient range of products		
<b>Actual number of Candidates</b>		

<b>Level 3 Certificate in Advanced Research in Health and Beauty Sector</b>	<b>Actual amount</b>	<b>Examiner check</b>
Appropriate and sufficient range of products		
Selection of research books for face/body treatments		
Outline plan of range of products/equipment available to Candidates and where they are sited		
Access for Candidates to a wide range of commercial products/equipment either within the Centre and/or through demos/visits to product/equipment companies as well as Candidate's workplace		
<b>Actual number of Candidates</b>		

<b>Level 3 Certificate in Body Electrical treatments</b>	<b>Actual amount</b>	<b>Examiner check</b>
Mechanical vibrators (hand held or stand)		
Galvanic		
Body faradic (N.M.E.S)		
Vacuum suction units		
Micro-current		
Appropriate and sufficient range of products		
<b>Actual number of Candidates</b>		

<b>Level 3 Certificate in Electrical Epilation</b>	<b>Actual amount</b>	<b>Examiner check</b>
Short wave Diathermy epilation machine		
Blend epilation machine		
Disposable gloves		
Selection of needles – types and sizes		
Sharps box or equivalent		
Appropriate and sufficient range of products		
<b>Actual number of Candidates</b>		

<b>Level 3 Certificate in Facial Electrical Treatments</b>	<b>Actual amount</b>	<b>Examiner check</b>
High frequency		
Facial Galvanic units - iontophoresis/desincrustation		
Micro-current		
Facial faradic (N.M.E.S)		
Facial vacuum suction units		
Appropriate and sufficient range of products		
<b>Actual number of Candidates</b>		

<b>Level 3 Certificate in Laser and Light Hair Removal Treatments</b>	<b>Actual amount</b>	<b>Examiner check</b>
(Available from 1st September 2011)		
Disposable Gloves • Disposable Surgical Masks		
Protective eye wear		
Type of Laser machine		
Intense Pulsed Light		
Camera		
Razors • Scissors		
<b>Actual number of Candidates</b>		

<b>Level 3 Certificate in Laser and Light Skin Rejuvenation Treatments</b> (Available from 1st September 2011)	<b>Actual amount</b>	<b>Examiner check</b>
Disposable Gloves • Disposable Surgical Masks		
Protective eye wear		
Skin Rejuvenation equipment • Laser device		
Choice of Light colour		
Camera		
Razors • Scissors		
Appropriate and sufficient range of products		
<b>Actual number of Candidates</b>		

<b>Level 3 Certificate in Fashion and Photographic Make Up</b>	<b>Actual amount</b>	<b>Examiner check</b>
Appropriate and sufficient range of products and make up to enable Candidates to produce the work detailed in the syllabus		
<b>Actual number of Candidates</b>		

<b>Level 3 Certificate in Media Make Up Services</b>	<b>Actual amount</b>	<b>Examiner check</b>
Appropriate and sufficient range of products and make up to enable Candidates to produce the work detailed in the syllabus		
<b>Actual number of Candidates</b>		

<b>Level 3 Certificate in Sports Massage Therapy</b>	<b>Actual amount</b>	<b>Examiner check</b>
Appropriate and sufficient range of massage medium/products		
<b>Actual number of Candidates</b>		

<b>Level 3 Certificate in Stone Therapy Massage</b>	<b>Actual amount</b>	<b>Examiner check</b>
Stone heaters		
Heat resistant gloves		
Means of cooling stones		
Sets of stones		
<b>Actual number of Candidates</b>		

<b>Level 3 Certificate in Body Therapy Treatments</b>	<b>Actual amount</b>	<b>Examiner check</b>
Mechanical vibrators (hand held or stand)		
Galvanic		
Body faradic (N.M.E.S)		
Vacuum suction units		
Micro-current		
Appropriate and sufficient range of products		
<b>Actual number of Candidates</b>		

<b>Level 4 Certificate in Laser and Light Therapy Treatments</b>	<b>Actual amount</b>	<b>Examiner check</b>
(Available from 1st September 2011)		
Disposable Gloves • Disposable Surgical Masks		
Protective eye wear		
Type of Laser machine		
Intense Pulsed Light		
Camera		
Razors • Scissors		
Skin Rejuvenation equipment • Laser device		
Choice of Light colour		
Appropriate and sufficient range of products		
<b>Actual number of Candidates</b>		

<b>Level 4 Certificate in Sports Massage Therapy</b>	<b>Actual amount</b>	<b>Examiner check</b>
Heat/Ice packs or pads		
Strapping and tape		
Electrical massage equipment		
Appropriate and sufficient range of massage medium/products		
<b>Actual number of Candidates</b>		

<b>Level 2 Diploma in Beauty Therapy Services</b>	<b>Actual amount</b>	<b>Examiner check</b>
Steamers/hot towels		
Warm wax systems		
Hot wax systems		
False eyelashes		
Appropriate and sufficient range of products		

<b>Optional units</b> (please identify the chosen optional units)	<b>Actual amount</b>	<b>Examiner check</b>
Eyelash tinting preparations		
Ear candles (sufficient Biosun candles for all Candidates to work)		
<b>Actual number of Candidates</b>		

<b>Level 2 Diploma in Photographic and Media Make Up</b>	<b>Actual amount</b>	<b>Examiner check</b>
Appropriate and sufficient range of products and make up to enable Candidates to produce the work detailed in the syllabus		
<b>Actual number of Candidates</b>		

<b>Level 3 Diploma in Anatomy, Physiology and Pathology</b>	<b>Actual amount</b>	<b>Examiner check</b>
Selection of anatomical charts/CD ROMs		
Selection of books (CIBTAC recommended)		
<b>Actual number of Candidates</b>		

<b>Level 3 Diploma in Aromatherapy</b>	<b>Actual amount</b>	<b>Examiner check</b>
Selection of essential oils (40)		
Selection of carrier oils (10)		
Appropriate and sufficient range of products		
<b>Actual number of Candidates</b>		

<b>Level 3 Diploma in Body Massage</b>	<b>Actual amount</b>	<b>Examiner check</b>
Appropriate and sufficient range of products		
<b>Actual number of Candidates</b>		

### Level 3 Diploma in Facial Applications

(Available from 1st September 2011)

Steamer/Hot towels

High frequency

Facial Galvanic units - iontophoresis/desincrustation

Micro-current

Facial faradic (N.M.E.S)

Facial vacuum suction units

Micro-Dermabrasion

Appropriate and sufficient range of products

**Actual number of Candidates**

Actual amount

Examiner check

### Level 3 Diploma in Lymphatic Drainage Massage

Appropriate and sufficient range of products

**Actual number of Candidates**

Actual amount

Examiner check

### Level 3 Diploma in Nail Tech Services

(Available from 1st September 2011)

Nail stations/desks

Manicure/pedicure bowls

Appropriate and sufficient range of products to cover manicure/pedicure treatments • Gel • Fibreglass • Liquid • Powder systems

Nail art products and equipment

Airbrush and Compressors (or appropriate air supply)

Stencil • Lace • Mesh

Masking paper • Frisket

Base coats • Bond Coat • Top coat • Sealer

Acrylic paints • Water based paints • Metallic paints

Electric file systems

Protective glasses/masks

**Actual number of Candidates**

Actual amount

Examiner check

<b>Level 3 Diploma in Reflexology</b>	<b>Actual amount</b>	<b>Examiner check</b>
Appropriate and sufficient range of products		
<b>Actual number of Candidates</b>		
<b>Level 3 Diploma in Reiki</b>	<b>Actual amount</b>	<b>Examiner check</b>
Selection of appropriate research books		
<b>Actual number of Candidates</b>		
<b>Level 3 Diploma in Spa Therapy</b>	<b>Actual amount</b>	<b>Examiner check</b>
Range of suitable body scrubs/exfoliating products		
Range of suitable body wraps		
Flotation therapy – can be dry or wet		
Hydrotherapy		
Steam room/cabinet		
Sauna		
Access for Candidates to a wide range of commercial products/equipment either within the school/college and through a commercial spa		
<b>Optional units</b>	<b>Actual amount</b>	<b>Examiner check</b>
(please identify the chosen optional units)		
Apply Stone therapy massage		
Stone heaters		
Heat resistant gloves		
Means of cooling stones		
Sets of stones		
Apply skin tanning techniques		
A range of tanning creams/gels/mousses and liquids		
Spray gun and compressor		
Barrier creams/moisturisers/exfoliators		
Cultural, social and technological influences in beauty related industry		
Selection of appropriate research books		

Provide Thermal Auricular Therapy		
Ear candles (sufficient Biosun candles for all Candidates to work)		
Provide Indian Head Massage		
Appropriate and sufficient range of products		
<b>Actual number of Candidates</b>		

<b>Level 4 Diploma in Salon Management</b> (Available from 1st September 2011)	<b>Actual amount</b>	<b>Examiner check</b>
Appropriate range of reading materials and resources		
<b>Actual number of Candidates</b>		

<b>Level 5 Diploma in Sports Massage Therapy</b>	<b>Actual amount</b>	<b>Examiner check</b>
Heat/Ice packs or pads		
Strapping and tape		
Electrical massage equipment		
Appropriate and sufficient range of massage medium/products		
<b>Actual number of Candidates</b>		

**CIBTAC use only**

Please confirm all the above information is correct, are you happy to confirm there is sufficient equipment that is exclusive for the Candidates training/exams?

**Section D: Candidates**

What are your arrangements for secure record keeping?

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What are your criteria for selecting Candidates?

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What is your procedure for Candidates induction?

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What are your arrangements for monitoring and recording Candidates attendance?

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What are your policies for monitoring Candidates academic progress and fair assessment, to include: practical, written and oral assessments and case study/portfolio completion?

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Will Candidates have access to:

Recommended CIBTAC book lists	Y	N
Study support for assisted learning	Y	N
Career/education progression advice	Y	N

If no, give details:

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Will Candidates receive guidance on the following:

The course programme	Y	N
Appeals/grievance/disciplinary procedures	Y	N
Role of the Centre	Y	N
Role of CIBTAC	Y	N

**CIBTAC use only**

Please confirm all the above information is correct, list any relevant points to note regarding Candidates details

Once completed, please submit to CIBTAC with the supporting additional documents. CIBTAC will process the paperwork and arrange for an Examiner to come and visit your Centre. During that visit all the information you have provided will be verified. If you wish to add additional courses/Tutors/sites after this time, the correct application forms must be completed and submitted to CIBTAC, with the relevant supporting documents.

**We (the Staff) agree to abide by CIBTAC policies and procedures and ensure they are positively and actively promoted and practiced**

**Signed on behalf of the centre by:**

Name \_\_\_\_\_

Signature \_\_\_\_\_

Position \_\_\_\_\_

Date \_\_\_\_\_

### Application checklist

Check you have collated the required documents to complete your submission

Required document	Centre check	CIBTAC check
Completed application form		
New Tutor forms/CV/copies of Certificates (for all Staff)		
Induction policy for Staff		
Evidence of meetings held (minutes/actions)		
Proof of annual electrical equipment testing		
Floor plan of centre (include sizes of rooms/areas and proposed activity)		
Health and safety policy		
Equal opportunities policy		
Appeals, grievance, disciplinary policy		
Payment:		
• £250 – for new application (balance of £750 due prior to CIBTAC visit)		
• £575 – for additional site		

**Please be advised all payments are non-refundable**

# CIBTAC Tutor Application Form

## Section A: Administration details

Centre name \_\_\_\_\_

Full address \_\_\_\_\_  
(including country and postcode)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Telephone number \_\_\_\_\_  
(including international dialling code)

Fax number \_\_\_\_\_

Email address \_\_\_\_\_

## Section B: Lecturer details

Name \_\_\_\_\_

Employment: (please circle)                      full time                      part time                      agency

CIBTAC requires Tutors to hold a relevant teaching qualification to deliver CIBTAC courses.

**List all relevant teaching and assessing qualifications**

**Date achieved**

<b>List all relevant teaching and assessing qualifications</b>	<b>Date achieved</b>

CIBTAC require Tutors to have a minimum of 2 years commercial experience before becoming a lecturer. Commercial experience should also be maintained in any subjects being delivered.

**List all relevant commercial experience within the last 5 years**

**Dates**

<b>List all relevant commercial experience within the last 5 years</b>	<b>Dates</b>

Tick below for all subjects the new Tutor intends to teach

<b>CIBTAC Qualification Awards</b>	<b>Practical</b>	<b>Theory</b>
Level 2 Award in Body Art Design (Available from 1st September 2011)		
Level 2 Award in Eyelash and Eyebrow Treatments (Available from 1st September 2011)		
Level 2 Award in Eyelash Perming		
Level 2 Award in Male Skin Care (Available from 1st September 2011)		
Level 2 Award in Nail Art (Available from 1st September 2011)		
Level 2 Award in Provide Threading (Available from 1st September 2011)		
Level 2 Award in Thermal Auricular Therapy		
Level 2 Award in Waxing		
Level 3 Award in Airbrushed Make Up for the Face (Available from 1st September 2011)		
Level 3 Award in Airbrushed Nail Art (Available from 1st September 2011)		
Level 3 Award in Body Massage		
Level 3 Award in Camouflage Make Up (Available from 1st September 2011)		
Level 3 Award in Facial Electrical Treatments		
Level 3 Award in Healthy Eating and Wellbeing for the Complementary Therapies Client		
Level 3 Award in Indian Head Massage		
Level 3 Award in Intimate Waxing for Female Clients (Available from 1st September 2011)		
Level 3 Award in Intimate Waxing for Male Clients (Available from 1st September 2011)		
Level 3 Award in Mirco-Dermabrasion (Available from 1st September 2011)		
Level 3 Award in Provide Self-Tanning (Available from 1st September 2011)		
Level 4 Award in Advanced Epilation		
<b>CIBTAC Qualification Certificates</b>	<b>Practical</b>	<b>Theory</b>
Level 2 Certificate in Facial Services		
Level 2 Certificate in Nail Treatments		
Level 2 Certificate in Nail Technologies		
Level 3 Certificate in Advanced Research into the Health and Beauty Sector		
Level 3 Certificate in Body Electrical Treatments		

Level 3 Certificate in Electrical Epilation		
Level 3 Certificate in Facial Electrical Treatments		
Level 3 Certificate in Laser and Light Hair Removal Treatments (Available from 1st September 2011)		
Level 3 Certificate in Laser and Light Skin Rejuvenation Treatments (Available from 1st Sept 2011)		
Level 3 Certificate in Media Make Up Services		
Level 3 Certificate in Fashion and Photographic Make Up		
Level 3 Certificate in Sports Massage Therapy		
Level 3 Certificate in Stone Therapy Massage		
Level 3 Certificate in Body Therapy Treatments		
Level 4 Certificate in Laser and Light Therapy Treatments (Available from 1st September 2011)		
Level 4 Certificate in Sports Massage Therapy		
<b>CIBTAC Qualification Diplomas</b>	<b>Practical</b>	<b>Theory</b>
Level 2 Diploma in Beauty Therapy Services		
Level 2 Diploma in Photographic and Media Make Up		
Level 3 Diploma in Anatomy, Physiology and Pathology		
Level 3 Diploma in Aromatherapy		
Level 3 Diploma in Body Massage		
Level 3 Diploma in Facial Applications (Available from 1st September 2011)		
Level 3 Diploma in Lymphatic Drainage Massage		
Level 3 Diploma in Nail Tech Services (Available from 1st September 2011)		
Level 3 Diploma in Reflexology		
Level 3 Diploma in Reiki		
Level 3 Diploma in Spa Therapy		
Level 4 Diploma in Salon Management (Available from 1st September 2011)		
Level 5 Diploma in Sport Massage Therapy		

**Form completed by Centre representative:**

Name \_\_\_\_\_

Signature \_\_\_\_\_

Position \_\_\_\_\_

Date \_\_\_\_\_

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**Please send the above to:**

**CIBTAC**

**Meteor Court**

**Barnett Way**

**Barnwood**

**Gloucester GL4 3GG**

**United Kingdom**

**CIBTAC use only**

**Date application received:** \_\_\_\_\_

**Date checked and sent to Education Officer:** \_\_\_\_\_

**Date returned to Examination Coordinator:** \_\_\_\_\_

**Date of proposed accreditation visit:** \_\_\_\_\_

**Contact us for more information on becoming a CIBTAC Centre  
and become part of an internationally recognised awarding body:**

**T: +44 (0) 1452 623114**

**E: [enquiries@cibtac.com](mailto:enquiries@cibtac.com)**

**W: [cibtac.com](http://cibtac.com)**

