## **Curriculum Applications**

The following information will be needed for the curriculum application process:

- Curriculum information
- Create a Curriculum Outline (if applicable)
- Detailed Coursework & Testing information (when applicable)
- Textbook Information
- Equipment Information
- Download Evaluation Checklist (if applicable)
- Download Student Disclosures (if applicable)
- Upload Affiliation Agreements (if applicable)

#### Login to BPSS from My.NY.gov

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Ny.gov ID Call Cent (518)-474-7494	Access to online services Many government services are now available online. An NY.gov ID account provides secure electronic access to these services. Learn More Convenience Access many online services with a single NY.gov ID account. Learn More Security The NY.gov ID Program protects you against unauthorized access to your information. Learn More	August 4, 2014 Governor Cuomo Announces Current Cuomo Announces Curr





#### Agency Assistance & Contact Information

#### ACCEPTABLE USE POLICY FOR USERS OF NY.gov

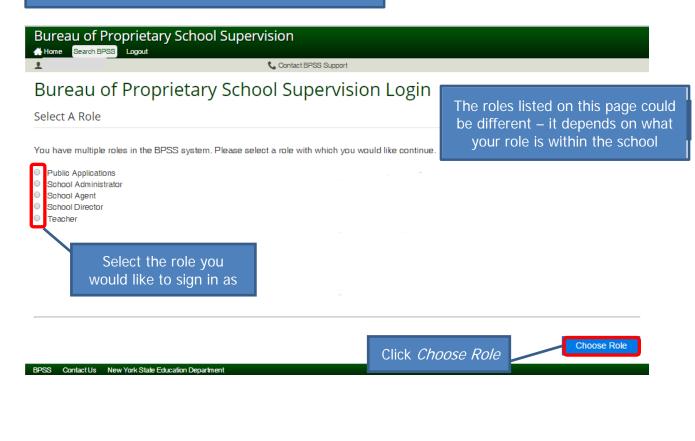
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- You shall use this application only for purposes effectly instaled to the conduct of official business with the State or its agencies and the application shall not be used for nonpublic purposes including, but not limited to the pursuit of personal activities, the mass distribution of unsolicible messages ("spamming"), and the purposes including, but not limited to the pursuit of personal activities, the mass distribution of unsolicible messages ("spamming"), and the purposes including, but not limited to the quark and passion used to access this application;
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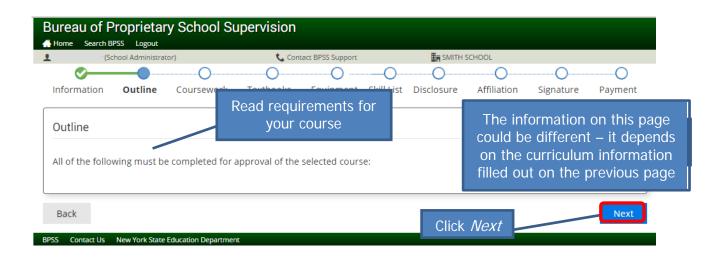
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#### Textbooks and Instructional Aids

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Instructional aids include videos (name, publisher, and length), software (name and version, even if included with a textbook), and handouts.

Audio-visual equipment should be listed with equipment (which will be on the next page).

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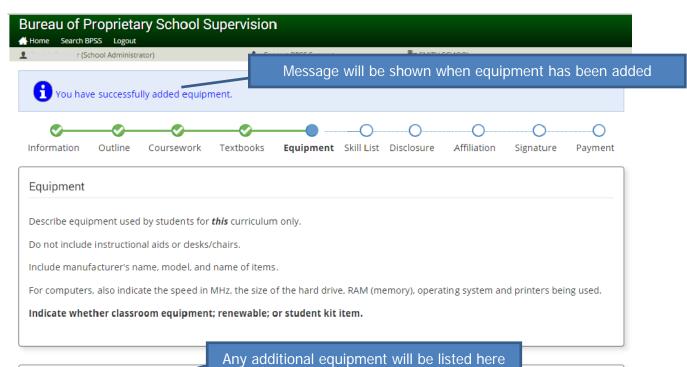
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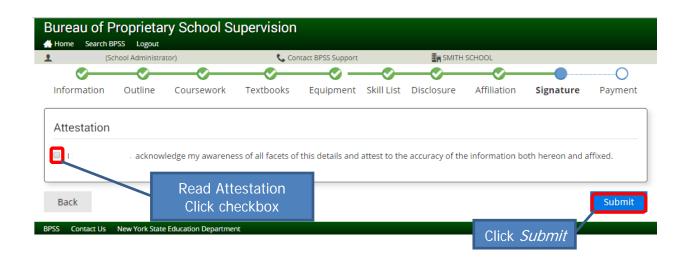
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## Payment and fees

**New Curriculum** - No evaluation will be done without the appropriate fee having been submitted. (No fee is required for <u>personal enrichment</u> and some other programs described in PG 31-1212.) If no fee is required, send an email to <u>bpss@mail.nysed.gov</u> and provide the name of the school, name of the curriculum, date of submission and reason why no fee is due.

**Reapprovals** - No fee is required if there has been no change or if the change is described PG 31-1212. In minor as in that case, send an email to bpss@mail.nysed.gov and provide the name of the school, name of the curriculum, date of submission and reason why no fee is due.

**Amendments** – Upload a cover letter under curriculum outline indicating all changes made in the course/curriculum. (No fee is required for personal enrichment and some other programs described in PG 31-1212.) If no fee is required, send an email to <u>bpss@mail.nysed.gov</u> and provide the name of the school, name of the curriculum, date of submission and reason why no fee is due.

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Description: Appearance Enhancement - Cosmetology

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