

## Cosmetology Reciprocity List of Accepted Documents

- A copy of your current, active and in good standing license in another state or country (if applicable) and a certification of the current license including the beginning and ending dates of licensure. **A Certificate/Diploma is not acceptable.**
  - Contact your governing board/licensing agency to obtain a verification/certification of licensure. The certification of license must be emailed directly to our office from the licensing agency. Email it to: [azboard@azboc.gov](mailto:azboard@azboc.gov).
  - Indiana residents: Please attach a certification of licensure to the application. Indiana's governing board/licensing agency are unable to send these directly to the Board.
- An independent evaluation as explained below, if applicable (only applies to out-of-country applicants);
- Current 2x2 passport quality photo (the photo will show on your license)
- Personal Data: Name must be legal name, names on all documents must match. (If names do not match, provide a copy of a legal court document reflecting the name change)
- Evidence of U.S. Citizenship, U.S. National Status or Alien Status
  - You must submit supporting legal documentation (i.e. marriage certificate) if the name on your evidence is not the same as your current legal name.
  - Evidence showing authorized presence in the United State includes the following:
    - An Arizona driver license issued after 1996 or an Arizona non-operating identification license.
    - A driver license issued by a state that verifies lawful presence in the United States, dated 2000 and beyond. States for which licenses are not acceptable are: Hawaii, Maryland, Massachusetts, Michigan, New Mexico, North Carolina, Oregon, Texas, Utah and Washington as these States do not verify lawful presence in the United States.
    - A birth certificate or delayed birth certificate showing birth in one of the 50 states, the District of Columbia, Puerto Rico (on or after January 13, 1941), Guam, the U.S. Virgin Islands (on or after January 17, 1917), American Samoa, or the Northern Mariana Islands (on or after November 4, 1986, Northern Mariana Islands local time). If you choose to use a birth certificate, you will also need to provide a driver's license.
    - A United States certificate of birth abroad.
    - A United States passport. \*\*\*Passport must be signed\*\*\*

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- A foreign passport with a United States visa.
  - An I-94 form with a photograph.
  - A United States citizenship and immigration services employment authorization document or refugee travel document.
  - A United States certificate of naturalization.
  - A United States certificate of citizenship.
  - A tribal certificate of Indian blood.
  - A tribal or bureau of Indian affairs affidavit of birth.
  - Any other license that is issued by the federal government, any other state government, an agency of this state or a political subdivision of this state that requires proof of citizenship or lawful alien status before issuing the license.
- This section does not apply to an individual, if all of the following apply:
    - The individual is a citizen of a foreign country or, if at the time of application, the individual resides in a foreign country
    - The benefits that are related to the license do not require the individual to be present in the United States in order to receive those benefits.
  - If an individual has affirmatively established citizenship of the United States or a form of non-expiring work authorization issued by the federal government, the individual, on renewal or reinstatement of a license, is not required to provide subsequent documentation of that status.
  - If, on renewal or reinstatement of a license, an individual holds a limited form of work authorization issued by the federal government that has expired, the individual shall provide documentation of that status.
  - If a document listed in subsection A, paragraphs 1 through 13 does not contain a photograph of the individual, the individual shall also pre-send a Government issued document that contains a photograph of the individual.