

# NAILIST CERTIFICATE EXAMINATION

Outline of exam

## Winter 2024 (to be held in January)

Use of JNEC certified model hands in examinations has commenced.



# [All levels] Notice Regarding changes taking effect from the Nailist Examination 2023 Autumn

## 1 Commencement of the use of JNEC certified model hands in examinations

The Japan Nailist Examination Center(JNEC) states in addition to bringing along conventional hand models when taking examinations at all levels, it is also possible to take examinations using JNEC certified model hands.



◀ For detailed information, please refer to the Special JNEC Model Hand Website.

<http://www.nail-kentei.or.jp/mh/>

<JNEC certified model hands >

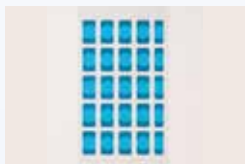


<JNEC certified label >

<JNEC certified nail tips >



<JNEC certified loose cuticles >



**Product name** ST Model Hand Set

**Company name** Takigawa Co., Ltd.

[Set contents]  
Hand (right) / hand (left) / 10 nail tips x 2 sheets /  
50 loose cuticles x 1 sheet /  
20 pieces of double-sided tape x 1 sheet

\*These certified loose cuticles are stickers style.

See here for product details. ▶



Link goes to the website of the company providing certified products.

\*For inquiries about products or purchase methods, please access the contact information via the above QR code.  
\*Please do not contact the JNEC Secretariat because we cannot respond to inquiries.

## 2 Changes to take place with the commencement of the use of JNEC certified model hands

1. [Level1] Training hands are no longer to be used in practical examinations.
2. [All levels] Practical examination times have changed.

	Before the change	After the change
<b>Level 1</b>	<b>160minutes</b>	<b>150minutes</b>
<b>Level 2</b> (First-half examination)	<b>35minutes</b>	<b>30minutes</b>
<b>Level 3</b>	<b>70minutes</b>	<b>65minutes</b>

Please check the Time schedule on page 2.

\*For other changes, please refer to the Nailist Examination Requirements

# Outline of exam

<b>Exam date</b>	<b>Level 2</b> Saturday, January 20	<b>Level 3</b> Sunday, January 21
<b>Exam site</b>	Sapporo, Sendai, Tokyo, Nagoya, Niigata, Kanazawa, Osaka, Hiroshima, Takamatsu, Fukuoka, Okinawa	
<b>Exam fee</b>	<b>Level 2</b> 9,800 Yen (Consumption tax of 890 yen)	<b>Level 3</b> 6,800 Yen (Consumption tax of 618 yen) * Including 10% consumption tax
<b>Eligibility for the exam</b>	Level 2 examinee Level 3 licensee only. * Please write certification number (printed on the certificate of passing) of Level 3 on the application. Level 3 examinee Anyone is eligible if the person has completed compulsory education at the time of the exam. * Exams may only be taken 1 level at a time.	

\*Level 3 will be conducted all over the country. See here (<http://www.nail-kentei.or.jp/pdf/area3.pdf>) for detail information. ▶



\*Be sure to check the exam venue and time on the [exam admission card](#).

**Written exam exemption**

If this section is not completed at the time of the application or within the application period, exemption from the written examination will not apply.

Level	Applicant	Write-in column for the written exam exemption on the application form
Level 2・3	For those who "passed the written exam only" in Autumn 2023 exam (October).	Enter your exam number for Autumn 2023 exam (October).

**Application period**

November 1 (Wed.) – December 1 (Fri.), 2023

**Application method**

Examination applications can be made only via the internet. Please apply from the JNEC website (<http://www.nail-kentei.or.jp>) Access the website from either the URL or QR code shown above. Be sure to submit your application and pay the required fees within the application period. For group applications, please refer to the website. (Group applications are available for groups of 10 or more people from the same corporation.)



- Lottery** Because of the limited capacity of the examination venue, if applications exceed the venue's capacity, examinees will be selected from among applicants via a random lottery. Applicants who miss out in the lottery for this examination will be eligible to sit the Nailist Examination 2024 Spring for Levels 2 and 3. Please note that such applicants are not eligible to sit any alternative examination other than that stipulated and are not eligible for a refund. (Notice as to whether or not a lottery will be held will be posted on the JNEC website around mid-December.)
- Payment** Final confirmation of applications is issued after payment of the examination fee has been completed. Applications will be void if payment is not made. The examination fee can be paid by either credit card or convenience store payment (must be paid within three days after completion of registration). Check your convenience store payment slip number on the screen after the application has been completed. The JNEC does not send payment forms to applicants. The examination fee will not be refunded for any reason, except in the event the examination is canceled. In the event that the examination is postponed, the examination fee will be applied to an alternative examination. Examinees with exemption from the written examination cannot receive a discount or refund.
- Models** For the practical examination, examinees require either a model or JNEC certified model hands. \*If you want to take an exam using JNEC certified model hands, please prepare them in advance for the application.
- Changes** Cancellations and changes in choice of examination level, venue, model/modelhands selection, etc. will not be accepted after the application period has passed.

\*The application method by postal payment form is no longer available from the Nailist Examination 2023 Autumn. Please apply via the internet.  
 \*Please agree to the "Handling of Personal Information" on p. 3 and the JNEC's "Handling of Personal Information" before submitting your application.

**Time schedule**

The following schedule is a model case. Please check the official schedule using your examination admission slip. It is not possible to select the time of your examination (morning /afternoon).

Level 2		Level 3	
AM 9:10	Door opens	AM 9:30	Door opens
9:45- 9:55	Confirm attendance/preliminary review (10 minutes)	10:05-10:15	Confirm attendance/preliminary review (10 minutes)
9:55-10:25	Skills exam/the first half (30 minutes)	10:15-11:20	Skills exam (65 minutes)
10:26-11:21	Skills exam/the second half(55 minutes)		
		11:20-11:50	Skill review (30 minutes)
11:21-12:10	Skill review (49 minutes)	11:50-12:05	Written exam preparation (including time for cleaning up tools) (15 minutes)
12:10-12:25	Written exam preparation (including time for cleaning up tools) (15 minutes)	12:05-12:35	Written exam (30 minutes)
12:25-13:00	Written exam (35 minutes)	12:35	Finished
13:00	Finished		
PM 13:20	Door opens	PM 12:55	Door opens
13:55-14:05	Confirm attendance/preliminary review (10 minutes)	13:30-13:40	Confirm attendance/preliminary review (10 minutes)
14:05-14:35	Skills exam/ the first half (30 minutes)	13:40-14:45	Skills exam (65 minutes)
14:36-15:31	Skills exam/the second half (55 minutes)	14:45-15:15	Skill review (30 minutes)
		15:15-15:30	Written exam preparation (including time for cleaning up tools) (15 minutes)
15:31-16:20	Skill review (49 minutes)	15:30-16:00	Written exam (30 minutes)
16:20-16:35	Written exam preparation (including time for cleaning up tools) (15 minutes)	16:00	Finished
16:35-17:10	Written exam (35 minutes)		
17:10	Finished		

# Application to pass/fail announcement

## Application method

### 【 Application period 】 From November 1 (Wed.) – December 1 (Fri.) , 2023

Examination applications are accepted only via the internet.  
Please apply via the JNEC website. (<http://www.nail-kentei.or.jp>) Access the website from either the URL or QR code shown above. Be sure to submit your application and pay the required fees within the application period.  
For group applications, please refer to the website.  
(Group applications are available for groups of 10 or more people from the same corporation.)



- Please refer to p. 2 “Application Method” for the points to note regarding lottery / payment / changes / models.

## Examination admission slip Inquiry period

(If you do not receive your examination admission slip in the mail ...)

### 【 Exam admission card sent 】 Around the end of December, 2023 (\*Domestic shipping only)

If your examination admission slip does not arrive in the mail, or the name or address is incorrect

#### Inquiries period

**January 9 (Tue.) – 18:00 on January 12 (Fri.), 2024**

Please make inquiries during the above-stated period either by telephone or by using the QR code shown at the right to access our Inquiries page.



- Please attach an ID photograph (3 cm x 2.4 cm, taken within six months) to your examination admission slip. You may lose points for photographs that are snapshots, copies, or processed.
- The name printed on the examination admission slip will be the name shown on the pass/fail notification and pass certificate. There is a charge for reissuing a pass certificate, so be sure to check that the name of the examination admission slip is correct.
- Inquiries will not be accepted outside the period stated above. Please note that the JNEC cannot be held responsible, even in the unlikely event that you are unable to take the examination.

## Day of the exam

**Level 2** Saturday, January 20

**Level 3** Sunday, January 21

You must bring the exam admission card on the day of the exam.

- Prior notification not required for absence.
- Any contact shall be made to the Examination center on the day of the exam. Contacting the site is not accepted.

## Pass/fail notification

### 【 Pass/fail notification sent 】 Around the middle of February, 2024 (\*Domestic shipping only)

Pass/fail results can also be checked on the JNEC website.

If your pass/fail notification does not arrive in the mail, or you cannot access the results on the JNEC website.

#### Inquiries period

**February 26 (Mon.) – 18:00 on March 8 (Fri.), 2024**

Please make inquiries during the above-stated period either by telephone or by using the QR code shown at the right to access our Inquiries page.



- To access the internet Inquiries page, you will need your examinee number and date of birth.
- There is a charge for reissuing a pass certificate once the inquiries period has passed.

## Certificate passing

### 【 Certificate of passing sent 】 Around the middle of March, 2024 (\*Domestic shipping only)

If your pass certificate does not arrive in the mail

#### Inquiries period

**March 22 (Fri.) – 18:00 on April 5 (Fri.), 2024**

Please make inquiries during the above-stated period either by telephone or by using the QR code shown at the right to access our Inquiries page.



- Examinees who pass the examination will be sent a pass certificate. Those who pass the Level 1 examination will also receive a Level 1 certified badge.
- There is a charge for reissuing a pass certificate once the inquiries period has passed.

\*The schedule is subject to change. Please check your examination admission slip.

\*If you are set up for domain designated reception, please set your device to receive e-mails from @nail-kentei.or.jp, @veritrans.jp, and @mousikondenet.jp. The JNEC cannot be held responsible if an applicant is unable to submit an application because an email did not arrive, regardless of the reason.

\*If you have had a change of address due to moving, please use the Post Office's forwarding service.

## Handling of personal information

The personal information (including sensitive information) of those applying to sit for the examination (hereinafter referred to as “Applicants”) is used within the scope necessary for implementing the examination applied for and to the extent necessary for achieving that purpose (securing a seat in the examination venue etc.). Furthermore, this personal information is to be gathered using legal and fair methods. As a rule, the organizer of this examination, the Japan Nailist Examination Center (hereinafter referred to as the “JNEC”) may not disclose personal information gathered from applicants to a third party without the written consent of the applicants. After conclusion of the examination, the JNEC or a group commissioned by the JNEC may contact applicants to provide information about future examinations or other JNEC activities via direct mail, telephone, or e-mail. If you do not want to be contacted in this way, please contact the JNEC.

▶For information about the JNEC's handling of personal information, please see this PDF file (<http://www.nail-kentei.or.jp/pdf/personaldata.pdf>) or access our website using the QR code at the right.



# Examination precautions

**No questions regarding the examination are accepted.  
Be sure to carefully read the examination guidelines.**

## Precautions when coming to the site

Before the preliminary review begins, take a seat together with your model, or alternately, prepare your JNEC certified model hand and take a seat. The examination cannot begin until the examinees are all seated.

1. Application for the exam on the day of the exam will not be accepted, no exceptions. Examinee and his/her model, who have completed certain application procedures, may enter the exam site. Examinee may not be substituted. Children or pets are not allowed to enter.
2. Maintenance of the environment may be difficult according to the weather/season. Please be dressed appropriately so you can adjust to the room temperature as sensory temperature varies among people.
3. Examinees must take public transport to come to the exam site. No illegal parking, junk parking, pick-up car parking near the exam site, store parking lot, or open areas. (However, this excludes those who need assistance.) On the day of the exam, allow enough time for arrival to the exam site because there can be a delay in public transport due to weather and other factors.

## Points to consider at the exam site

1. The practical examination and the review are both lengthy examinations. If you wish to go to the toilet during the examination, please obtain the examiner's permission.
2. You cannot take the skills or written exam only. (Excluding examinee exempt from written exam.)
3. There is no reception counter. Please check to be sure that your seating position is correct. It is your responsibility if you sit in the wrong seat.
4. Please take trash home with you. Do not use spaces outside of the examination venue (including restaurants etc.) to prepare for the examination or nail off.
5. Only a watch is acceptable as an accessory around the hands during the skills exam for both examinee and model.
6. Examinee's nail may be of any coloring, but keep in mind that it should be appropriate as that of an examinee. Please be aware of how to dress appropriately.
7. Do not take the examination question sheet or answer sheet out of the examination venue.
8. Eating, drinking, and smoking are prohibited in the examination venue. However, it is permitted to hydrate (drinking water or tea from PET bottles).
9. It is not permitted to use smartphones, mobile telephones, PHS phones, smart watches, or other multifunctional electronic devices inside the examination venue (even if the device is being used as a clock). Furthermore, it is not permitted to film or record (using a smartphone, mobile telephone, camera, or tablet etc.) inside the examination venue.
10. Unauthorized reproduction of the official workbook of the Nailist Certificate Examination, including copying, scanning, and digitizing, is prohibited by the Copyright Act. Therefore, bringing such a reproduction with you into the exam site is not permitted.
11. Inside the venue there may be inspections or photographing/filming by news media. In the event that filming/recording takes place and images are distributed, this will be carried out in accordance with the Act on the Protection of Personal Information.

## Items required for taking the examination

- Examination admission slip (be sure to attach a photograph)
- All tools necessary for taking the practical examination (bring extra materials and tools at your own discretion.)
- Writing utensils (pencils or mechanical pencils [HB or B], eraser [that erases well])
- Indoor shoes (May be necessary depending on the venue. Please be sure to check your examination admission slip.)

\*No tools or equipment can be borrowed. For the written examination, please do not use a ballpoint pen (including erasable pens) or fountain pen.

## Cancellation of the examination due to a contingency situation

It is possible that the examination may be canceled because of any difficulty in securing the examination venue due to a contingency situation (typhoon, earthquake, tsunami, or other natural disaster, strike, or viral epidemic) or other circumstances, such as a blackout or traffic/communication/distribution congestion. Notices of cancellation are posted on the JNEC website, so please be sure to check.

Please note that in some cases, depending on the scale of the disaster, phones may not be connected. Follow-up after the cancellation of the license exam will be announced accordingly. We will not be responsible for the examinee's inconvenience, expenses (excluding exam fee), or any other personal damage caused by the cancellation of the exam.

**Basic skills and knowledge on nail care and nail art.**

**Practical exam** Preliminary review (10 minutes) / Practical examination (65 minutes)

**Written exam** Question format: multiple choice questions (mark sheet) (30 minutes)  
 Scope of questions: hygiene and sterilization / nail composition (dermatology) nail diseases and problems (physiological anatomy of nails) / nail care procedures  
 Language selection: Choose from Japanese, Chinese (Mandarin), Korean, and English at the time of application.


**Pass criteria** Practical examination: 38 points or higher (out of total score of 50 points)  
 Written examination: 80 points or higher (out of total score of 100 points)  
 It is possible to check "Practical examination scoring criteria" via the QR code at right.



**Rules and important notes on the skills exam**

\*Hereinafter, JNEC certified model hands are referred to as "Model hands" and JNEC certified nail tips are referred to as "Certified tips."

<b>[All levels] Polishing off will not be carried out in the practical examination. Do not apply a color polish in advance.</b>					
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<b>Practical exam (65minutes)</b>	<b>Preliminary review (10 minutes)</b>	
	<ul style="list-style-type: none"> <li>① Table setting &amp; disinfection management                             <ul style="list-style-type: none"> <li>Tools and materials setting and product labeling</li> <li>Use hygienically processed tools and materials, and take care with hygiene.</li> <li>Wet sterilizer status (place wood sticks, tweezers, cuticle nippers, and metal pushers should all be in the wet sterilizer)</li> </ul> </li> <li>② Condition of model's nails or model hands</li> </ul>	
	<b>Nail care</b>	<p style="background-color: #fff3cd; padding: 2px;">Sterilize hands and fingers, filing and brush down nails, and clean the cuticles.</p> <ul style="list-style-type: none"> <li>① Sterilize hands and fingers by thoroughly scrubbing and sterilizing the palms and backs of the hands, the fingers, and between the fingers.</li> <li>② The cut style is <span style="border: 1px solid black; padding: 0 2px;">round</span>.</li> <li>③ The free edge is to be kept to 5 mm or less even if long (maintain balance among the 10 fingers).</li> <li>④ For filing, use an emery board or file that is similar in shape to an emery board. Nail nippers may be used prior to filing.</li> <li>⑤ Soak the fingertips in a finger bowl containing an appropriate amount of liquid soap.</li> <li>⑥ Push back and push up cuticles on all 10 nails. Use the metal pusher and cuticle nipper on all 10 nails. When pushing the cuticles back or up, use cuticle cream or cuticle remover.</li> </ul> <div style="border: 1px solid red; padding: 5px; margin-top: 10px;"> <p><b>* A rub and clean disinfection is:</b>                      to wipe off debris from and spread disinfectants on all surfaces of and between fingers and tip of the nails, using cotton or gauze soaked into disinfectants, such as ethanol. Do not spray onto the hand directly. However, if rub and clean disinfection cannot be performed, in the case of disinfecting dropped items, etc. spraying may be allowed within the limited area of the exam site.</p> </div>
	<b>Coloring</b>	<p style="background-color: #fff3cd; padding: 2px;">Apply the base coat, color polish, and topcoat on the edge and surface of the nails.</p> <ul style="list-style-type: none"> <li>① Apply the base coat first. (Use of ridge filler is permitted.)</li> <li>② Apply two coats of red color polish. (Use of pearl, lame [glitter], or metallic polish is prohibited.)</li> <li>③ Finish with a topcoat and surface must be polished.</li> </ul>
<b>Nail art</b>	<p style="background-color: #fff3cd; padding: 2px;">Draw flat art (illustration) and finish with the topcoat.</p> <div style="border: 1px solid black; padding: 5px; margin-bottom: 5px;"> <p><b>Theme : "Flowers"</b></p> </div> <ul style="list-style-type: none"> <li>① Draw flat art that pops on top of a red color polish.</li> <li>② Use acrylic paints and draw with a brush.</li> <li>③ Use of lame (glitter) and/or rhinestones is permitted.</li> <li>④ It is prohibited to bring into the examination designs and other reference materials or to draw the same art as you are wearing on your own nails on the day of the examination.</li> <li>⑤ Finish with a topcoat and surface must be polished.</li> </ul> <div style="text-align: right; margin-top: 10px;">  <p>Nail art samples</p> </div>	

# Table setting rules and important notes

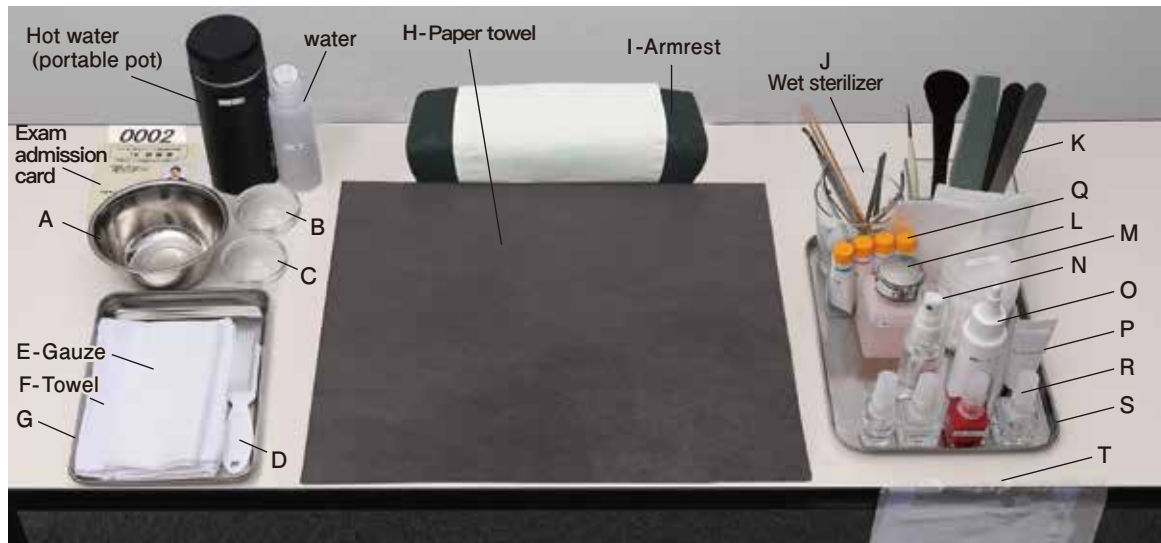
## Table setting & disinfection management (common to all levels)

### Sanitized tools and materials must be organized and placed.

- Refer to the "Items where product labeling is mandatory" for the third level and label the products. Label must be easily visible. Alphabetical notation is not allowed.
- When you enter the venue, spray the ethanol that you brought with you on the paper and disinfect your table and chair and the model's chair before being seated. Similarly, disinfect your table and chair and the model's chair before leaving the venue. (Disinfecting wipe may also be used.)

## Table setting rules (Level 3)

- \* Example of table setting for right handed persons (Switch the tray between right and left if an Examinee's left handed.)
- \* Place all tools and materials on the tray (feel free to lay out items as you choose).
- \* During the practical examination, be sure to put tools and materials back onto the tray (items may be placed on paper towels (H) temporarily).



- A : Finger bowl
- B : Water for nail care
- C : Water for art
- D : Nail brush
- E : Gauze
- F : Towel
- G : Tray (only Gauze, Towel, Nail brushes are placed)

- H : Paper towel  
...Set up so that the size covers the workspace in front of the arm rest
- I : Armrest  
...Wrap in paper towels

- J : Wet sterilizer  
(Container which can be altered by disinfectant is prohibited)
- K : Files ·· Must be placed in the file stand
- L : Polish remover
- M : Cotton ··· Use a container with a lid.
- N : Disinfectant ··· Ethanol for disinfection, or other disinfectant solution
- O : Liquid soap
- P : Cuticle remover or cuticle cream
- Q : Materials for art (paint, brush, and pallet)
- R : Polishes
- S : Tray (set up only for material and tools)
- T : Trash bag

\*Hot water and water are not mandatory

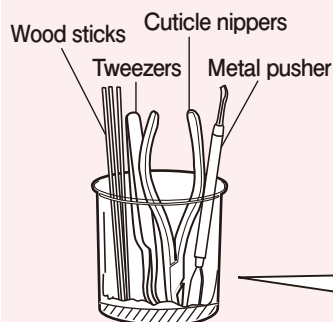
**[ Prohibited tools and materials ]** Examinees will be disqualified if they include any of these tools/materials in their set up.

- Nail machine
- Oils
- Art stickers
- Dot pens (marbling tools)
- Other nonregulation tools or materials

### Important notes

- All the materials and tools of the following A to T must be included in the setting.
- Water for A, B and C, hot water and water to refill do not have to be placed on the tray.
- Use nail products and cosmetic products.
- There is no designated manufacturer/brand for the tools and materials.
- Use towels (F) and paper towels (H) without patterns.
- Trays, finger bowls, and other containers must be made of plain plastic, glass, or metal that can be sterilized. Those made of wood, paper, and cloth cannot be used.
- Mesh bottom trays cannot be used.

### [ Tools to be always included in wet sterilizer(J) ]



Wood sticks / tweezers / cuticle nippers / metal pusher

\*You will be disqualified if you fail to include any of the above four items.

\*If you bring a nail nipper (or other nippers), place it (them) in the wet sterilizer.

\*Wood sticks wrapped in cotton are not allowed.

Lay [cotton or gauze] and pour disinfectant solution up to where the tip of the nipper will be covered. If protection pad for the tip is used, place cotton or gauze over it.

### Items that product labeling is mandatory for:

\* Product labeling is for clarifying the content

### Level 3

Wet sterilizer, cotton, disinfectant, polish remover, liquid soap, cuticle remover or cuticle cream, base coat, color polish, top coat  
(Note) Label the product when using pre-primer.

**Practical exam** Preliminary review (10 minutes) / Practical examination (85 minutes)

**Written exam** Question format: multiple choice questions (mark sheet) (35 minutes)

Scope of questions: history of the nail / hygiene and disinfection / nail structure (dermatology) / diseases and troubles of the nail (physiological anatomy of the nail) / procedures of nail care / types of repair and procedures of tip and wrap / overall practical treatments / professionalism etc.

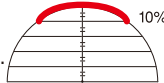

Language selection: Choose from Japanese, Chinese (Mandarin), Korean, and English at the time of application.

**Pass criteria** Practical examination: 38 points or higher (out of total score of 50 points)  
Written examination: 80 points or higher (out of total score of 100 points)  
It is possible to check "Practical examination scoring criteria" via the QR code at right.

### Rules and important notes on the skills exam

\*Hereinafter, JNEC certified model hands are referred to as "Model hands" and JNEC certified nail tips are referred to as "Certified tips."

<b>[All levels] Polishing off will not be carried out in the practical examination. Do not apply a color polish in advance. Half tips need not be certified tips. (Prepare as you wish.)</b>	
<b>Rules</b>	<b>Examinees taking the examination with a model</b>
	<b>Examinees taking the examination with JNEC certified model hands</b>
<ul style="list-style-type: none"> <li>Models will not be allowed if it is found that their nails or the skin around their nails are diseased.</li> <li>The base for models' nails must be natural nails, but extensions (including virtual) or repairs (including glued on) up to two nails are acceptable. However, the color and shape must match that of the natural nails. When using nails with extensions/repairs, be sure to report this during the preliminary review.*If there is a repair on a tip&amp;wrap finger, no requirement to remove if it does not affect the finish.</li> <li>Do not file or clean cuticles for at least one week prior to the practical examination.</li> </ul>	
<ul style="list-style-type: none"> <li>Use right/left model hands with JNEC certified labels attached.</li> <li>Prior to the examination, attach JNEC certified tips with JNEC certified loose cuticles attached to the ten fingers in an appropriate manner. (Refer to the JNEC website for instructions on how to attach the tips/cuticles.</li> <li>Do not adjust the length or shape of the certified tips prior to the examination.</li> </ul>	
<b>[All levels] Do not adjust the model's nails or the certified tips on the model hands prior to the commencement of the examination either inside or outside the examination venue. During table-setting and the examination, place model hands, tools, and materials on paper towels or arm rests; do not place them directly on the table.</b>	
<b>Important notes</b>	<b>Examinees taking the examination with a model</b>
	<b>Examinees taking the examination with JNEC certified model hands</b>
<ul style="list-style-type: none"> <li>Models must be aged 15 years or older (no gender restriction).</li> <li>Prohibited to use the same model in the morning and in the afternoon.</li> </ul>	
<ul style="list-style-type: none"> <li>Model hands must be in good condition with no conspicuous grime around the cuticles and no noticeable scratches.</li> <li>Model hands must be handled and treated with care, the same as human hands.</li> <li>Use of arms or suction cups to secure the model hands is prohibited.</li> <li>Use of model hands with characters, lines, or scales written on them is prohibited.</li> <li>If a certified tip comes off during the examination, it should be reattached immediately. Certified tips must be treated while attached to the model hand. (If a certified tip comes off on the way to the examination venue, reattach the tip during the time allotted for the practical examination. During the preliminary review, lay the detached certified tip next to the model hand.)</li> <li>After the conclusion of the examination, stretch out all the fingers. Certified tips must be attached to all fingers.</li> </ul>	

<b>Preliminary review (10 minutes)</b>	<ol style="list-style-type: none"> <li>Table setting &amp; disinfection management                     <ul style="list-style-type: none"> <li>Tools and materials setting and product labeling</li> <li>Use hygienically processed tools and materials, and take care with hygiene.</li> <li>Wet sterilizer status (place wood sticks, tweezers, cuticle nippers, and metal pushers should all be in the wet sterilizer)</li> </ul> </li> <li>Condition of model's nails or model hands</li> </ol>						
	<b>First half (30 minutes)</b>	<table border="1"> <tr> <td style="writing-mode: vertical-rl; transform: rotate(180deg);"><b>Nail care</b></td> <td>Ten fingers of both hands</td> <td>                     Sterilize hands and fingers, filing and brush down nails, and clean the cuticles.                     <ol style="list-style-type: none"> <li>Sterilize the hands and fingers by thoroughly scrubbing and sterilizing the palms and backs of the hands, the fingers, and between the fingers (refer to p. 5).</li> <li>The cutting style is <u>round</u>.</li> <li>Free edge must be 5 mm at the most. (All ten nails must be totally well-balanced.)</li> <li>For filing, use an emery board or file that is similar in shape to an emery board. Nail nippers may be used prior to filing.</li> <li>Soak the fingertips in a finger bowl containing an appropriate amount of liquid soap.</li> <li>Push back and push up cuticles on all 10 nails. Use the metal pusher and cuticle nippers on all 10 nails. When pushing the cuticles back or up, use cuticle cream or cuticle remover.</li> </ol> </td> </tr> <tr> <td colspan="2"><b>Interval 1min</b></td> <td style="text-align: center;"><b>During the interval, do not touch your model's hands or the model hands.</b></td> </tr> </table>	<b>Nail care</b>	Ten fingers of both hands	Sterilize hands and fingers, filing and brush down nails, and clean the cuticles. <ol style="list-style-type: none"> <li>Sterilize the hands and fingers by thoroughly scrubbing and sterilizing the palms and backs of the hands, the fingers, and between the fingers (refer to p. 5).</li> <li>The cutting style is <u>round</u>.</li> <li>Free edge must be 5 mm at the most. (All ten nails must be totally well-balanced.)</li> <li>For filing, use an emery board or file that is similar in shape to an emery board. Nail nippers may be used prior to filing.</li> <li>Soak the fingertips in a finger bowl containing an appropriate amount of liquid soap.</li> <li>Push back and push up cuticles on all 10 nails. Use the metal pusher and cuticle nippers on all 10 nails. When pushing the cuticles back or up, use cuticle cream or cuticle remover.</li> </ol>	<b>Interval 1min</b>	
<b>Nail care</b>	Ten fingers of both hands	Sterilize hands and fingers, filing and brush down nails, and clean the cuticles. <ol style="list-style-type: none"> <li>Sterilize the hands and fingers by thoroughly scrubbing and sterilizing the palms and backs of the hands, the fingers, and between the fingers (refer to p. 5).</li> <li>The cutting style is <u>round</u>.</li> <li>Free edge must be 5 mm at the most. (All ten nails must be totally well-balanced.)</li> <li>For filing, use an emery board or file that is similar in shape to an emery board. Nail nippers may be used prior to filing.</li> <li>Soak the fingertips in a finger bowl containing an appropriate amount of liquid soap.</li> <li>Push back and push up cuticles on all 10 nails. Use the metal pusher and cuticle nippers on all 10 nails. When pushing the cuticles back or up, use cuticle cream or cuticle remover.</li> </ol>					
<b>Interval 1min</b>		<b>During the interval, do not touch your model's hands or the model hands.</b>					
<b>Second half (55 minutes)</b>	<p>For the second half, too, begin with hand and finger sterilization, then proceed with tip&amp;wrap, coloring, and nail art in whatever order you wish. <b>[Finger designation: Pattern B (refer to P:10 of the Japanese version of the examination outline)]</b></p>						
	<b>Tip and Wrap</b>	Middle finger of right hand	<p>Attach tips and carry out repair technique (wrapping).</p> <ol style="list-style-type: none"> <li>Begin with sanding.</li> <li>Reduce the free edge of natural nails and certified tips to around 1 mm and then attach tips.</li> <li>The color of the tips to be used is only <u>natural</u>.</li> <li>Any preparations on the tip are acceptable.</li> <li>The finishing length of the free edge (the tip of a nail) <u>about 5 mm</u>. The nail length with the tip and wrap can be different from that of the other nine nails.</li> <li>The nail styling <u>must be round</u>.</li> <li>Wrapping materials must be silk or glass fibers.</li> <li>The wrapping material must cover the stress point firmly and be glued to the tip of the edge.</li> <li>Washable file and buffer may be used.</li> <li>C curve is around 10%. Refer to the figure at right.</li> <li>After buffing to finish, do not apply anything to the nails.</li> </ol> 				
	<b>Coloring</b>	Eight fingers other than the two fingers with either tip & wrap and nail art	<p>For the eight fingers that have not undergone tipping and wrap, apply a base coat, color polish, and topcoat to the edge and surface.</p> <ol style="list-style-type: none"> <li>Apply the base coat first. (Use of ridge filler is permitted.)</li> <li>Apply two coats of a pink polish. The nail plate must not be visible. Use of polish other than the designated polish (pearl, lame [glitter], or metallic polish) is prohibited.</li> <li>Finish with a topcoat and surface must be polished.</li> </ol>				
	<b>Nail art</b>	Middle finger of left hand	<p>Apply a base coat and color polish, draw flat art (illustration), and finish with the topcoat.</p> <p><b>Theme : "Snowman"</b></p> <ol style="list-style-type: none"> <li>Apply the base coat first. (Use of ridge filler is permitted.)</li> <li>Draw flat art that pops on top of a color polish other than pink.</li> <li>Use acrylic paints and draw with a brush.</li> <li>Lame (glitter) and rhinestones may be used.</li> <li>It is prohibited to bring into the examination designs and other reference materials, or to draw the same art as you are wearing on your own nails on the day of the examination.</li> <li>Finish with a topcoat and surface must be polished.</li> </ol>  <p style="text-align: center;">Nail art samples</p>				



# Table setting rules and important notes

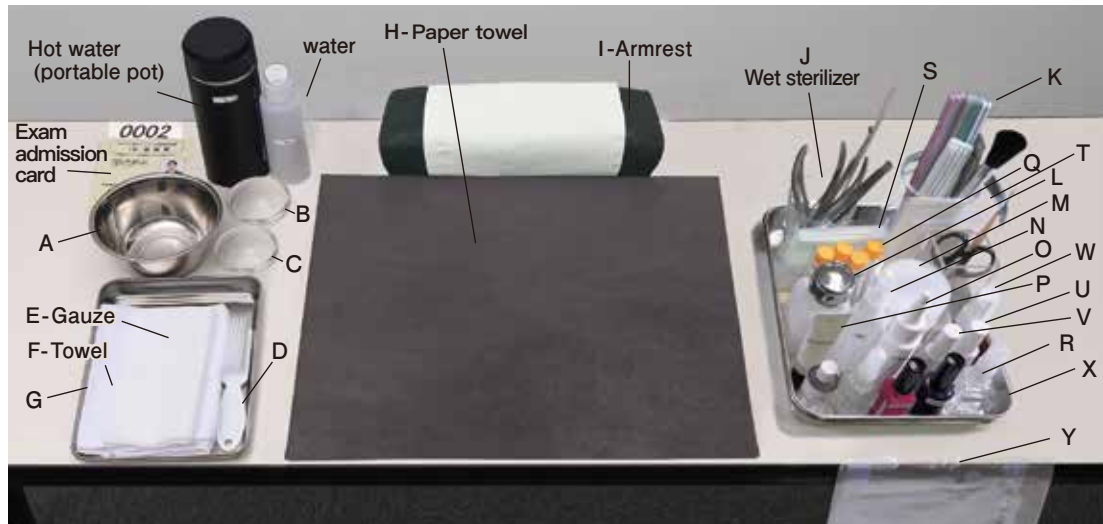
## Table setting & disinfection management (common to all levels)

### Sanitized tools and materials must be organized and placed.

- Refer to the "Items where product labeling is mandatory" for the second level and label the products. Label must be easily visible. Alphabetical notation is not allowed.
- When you enter the venue, spray the ethanol that you brought with you on the paper and disinfect your table and chair and the model's chair before being seated. Similarly, disinfect your table and chair and the model's chair before leaving the venue. (Disinfecting wipe may also be used.)

## Table setting rules (Level 2)

- \* Example of table setting for right handed persons (Switch the tray between right and left if an Examinee's left handed.)
- \* Place all tools and materials on the tray (feel free to lay out items as you choose).
- \* During the practical examination, be sure to put tools and materials back onto the tray (items may be placed on paper towels (H) temporarily).



- A : Finger bowl
- B : Water for nail care
- C : Water for art
- D : Nail brush
- E : Gauze
- F : Towel
- G : Tray (only Gauze, Towel, Nail brushes are placed)

- H : Paper towel  
...Set up so that the size covers the workspace in front of the arm rest
- I : Armrest  
...Wrap in paper towels

- J : Wet sterilizer  
(Container which can be altered by disinfectant is prohibited)
- K : Files ... Must be placed in the file stand
- L : Polish remover
- M : Cotton ... Use a container with a lid.
- N : Disinfectant ... Ethanol for disinfection, or other disinfectant solution
- O : Liquid soap
- P : Cuticle remover or cuticle cream
- Q : Materials for art (paint, brush, and pallet)
- R : Polishes
- S : Nail tips (natural)
- T : Materials for wrapping (silk or fiber glass)
- U : Glue
- V : Resin
- W : Activator
- X : Tray (set up only for material and tools)
- Y : Trash bag

\*Hot water and water are not mandatory

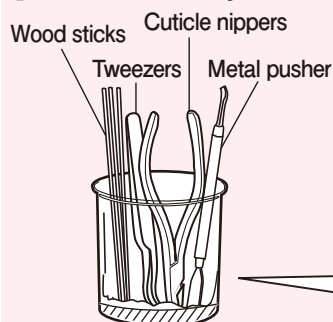
### [ Prohibited tools and materials ]

- Examinees will be disqualified if they include any of these tools/materials in their set up.
- Nail machine
  - polisher
  - Aerosol can-type activator
  - Oils
  - Art stickers
  - Dot pens (marbling tools)
  - Other nonregulation tools or materials

### Important notes

- All the materials and tools of the following A to Y must be included in the setting. (The materials and tools used from T to W may be freely chosen.)
- Water for A, B and C, hot water and water to refill do not have to be placed on the tray.
- Use nail products and cosmetic products.
- There is no designated manufacturer/brand for the tools and materials.
- Use towels (F) and paper towels (H) without patterns.
- Trays, finger bowls, and other containers must be made of plain plastic, glass, or metal that can be sterilized. Those made of wood, paper, and cloth cannot be used.
- Mesh bottom trays cannot be used.

### [ Tools to be always included in wet sterilizer(J) ]



Wood sticks / tweezers / cuticle nippers / metal pusher

- \*You will be disqualified if you fail to include any of the above four items.
- \*If you bring a nail nipper (or other nippers), place it (them) in the wet sterilizer.
- \*Wood sticks wrapped in cotton are not allowed.

Lay [cotton or gauze] and pour disinfectant solution up to where the tip of the nipper will be covered. If protection pad for the tip is used, place cotton or gauze over it.

### Items that product labeling is mandatory for:

\* Product labeling is for clarifying the content

### Level 2

- Silk
  - Fiber glass
  - Glue
  - Filler
  - Resin
  - Activator
  - Pre-primer
- (Note) The materials and tools stated above may be freely chosen.  
\*The description of nail care products must follow that in Level 3.\*

## Items for possible point deduction in the exam (skill, written)

	Level 2	Level 3	Items
A	<input type="radio"/>	<input type="radio"/>	If you forget to bring your examination admission slip, forget to attach a photograph to the examination admission slip, forget to bring writing utensils, or if you attach a snap photograph, copy, or processed photograph to your examination admission slip
B	<input type="radio"/>	<input type="radio"/>	If the model's nails or the JNEC certified model hands infringe the Regulations or Points to Note (excluding matters eligible for disqualification)
C	<input type="radio"/>	<input type="radio"/>	If you forget tools/materials, if you set up tools/materials that have been deemed to be prohibited, or if you bring tools/materials in and out during the examination with permission
D	<input type="radio"/>	<input type="radio"/>	If the table was significantly inadequately set.(a case where materials and tools were not sanitized or well-organized)
E	<input type="radio"/>	<input type="radio"/>	If tools and materials were not labeled as they should be, or labeled with alphabets
F	<input type="radio"/>	<input type="radio"/>	When a nail nipper (or other nippers) was brought, if it was (they were) not placed in the wet sterilizer.
G	<input type="radio"/>	<input type="radio"/>	If the disinfection is deemed inappropriate (finger and tool disinfection) * Refer to the margin note.
H	<input type="radio"/>	<input type="radio"/>	If there was a lot of talking or bad manners (both examinee and model),If trash was not taken home.
I	<input type="radio"/>	<input type="radio"/>	If you damage a finger (red marks from filing etc.) or damage a JNEC certified model hand (both examinees and models)
J	<input type="radio"/>	<input type="radio"/>	If a nail with extension or repair was not done according to the color and shape of the natural nail
K	<input type="radio"/>	<input type="radio"/>	If you do not perform the content of the practical examination as stipulated (excluding matters eligible for disqualification)
L	<input type="radio"/>	<input type="radio"/>	If the coloring was much lighter or darker than the specified color
M	<input type="radio"/>	<input type="radio"/>	If the same process during the first half of the exam was repeated during the second half of the Level 2 exam
N	<input type="radio"/>	<input type="radio"/>	If a washable file was used for natural nails, other than extension or repair

\* If you have dropped a tool during the exam, tell the examiner by raising your hand, pick it up by yourself, disinfect the tool and fingers, then raise your hand and declare "disinfection complete".  
 \* Disinfection of fingers must be conducted by the examinee him/herself.(A point will be deducted if they start out with the model's hand or the JNEC certified model hand.)  
 \* Do not disinfect with cotton, etc. which had been soaked with disinfectant in advance.

## Disqualification for the exam (skill, written)

	Level 2	Level 3	Items
A	<input type="radio"/>	<input type="radio"/>	If you and your model are not both seated, or if you are using JNEC certified hands and are not seated before the preliminary interview begins, you will not be permitted to sit the examination.
B	<input type="radio"/>	<input type="radio"/>	If you are not using a wet sterilizer containing tools and sanitizer *Tools that must be placed in the wet sterilizer (wood stick, tweezers, cuticle nippers, metal pusher) have not been placed in the wet sterilizer
C	<input type="radio"/>	<input type="radio"/>	If prohibited tools, materials, etc. were set
D	<input type="radio"/>	<input type="radio"/>	If tools/materials have been borrowed/lent after the preliminary interview has begun or tools/materials are brought in and out of the examination without the permission of the examiner.
E	<input type="radio"/>	<input type="radio"/>	If you are using JNEC certified model hands in the examination and the right/left JNEC certified model hands do not have JNEC certified labels attached If you do not have 10 JNEC certified tips attached to the nails at the time of the preliminary review (for levels 2 and 3, JNEC certified tips with JNEC certified loose cuticles attached)
F	<input type="radio"/>	<input type="radio"/>	If coloring and flat art are not finished with a topcoat
G	<input type="radio"/>	<input type="radio"/>	Touching the finished project or additional procedures being done after the preliminary review and skills exam (for level 2, including during the interval), running out of time during skills exam
H	<input type="radio"/>	<input type="radio"/>	If you are using JNEC certified model hands in the examination and JNEC tips are not attached to all fingers after the conclusion of the practical examination
I	<input type="radio"/>	<input type="radio"/>	If you cheat or otherwise act dishonestly or carry out prohibited acts
J	<input type="radio"/>	<input type="radio"/>	If you do not follow the examiner's instructions ( both examinee and model )
K	<input type="radio"/>	<input type="radio"/>	If you cause damage to a finger that results in bleeding or cause significant damage to a JNEC certified model hand (both examinees and models)
L	<input type="radio"/>	<input type="radio"/>	Wrong finger
M	<input type="radio"/>	<input type="radio"/>	Other violations of regulations
N	<input type="radio"/>	<input type="radio"/>	If you use color tips, clear tips, or white tips.
O	<input type="radio"/>	<input type="radio"/>	Points are deducted if there are three or more applicable offenses or one offense that is especially bad.
P	<input type="radio"/>	<input type="radio"/>	If the polish was applied only once during coloring, or if a color other than the one specified in the rules in the exam for Level 2 was used
Q	<input type="radio"/>	<input type="radio"/>	If the second half of the exam was conducted during the first half of the Level 2 exam
R	<input type="radio"/>	<input type="radio"/>	If the model for the morning and afternoon is the same
S	<input type="radio"/>	<input type="radio"/>	If you have applied color polish prior to the examination
T	<input type="radio"/>	<input type="radio"/>	If you are using JNEC certified model hands in the examination and change the length or shape of JNEC certified nails prior to the examination
U	<input type="radio"/>	<input type="radio"/>	If you do not use the metal pusher or cuticle nippers on all 10 nails
V	<input type="radio"/>	<input type="radio"/>	If total of more than 4 extensions (including virtual) or repairs (including glue-on) were used

(Note)  mark corresponds to point deduction/disqualification