

## Seavers, Dennis

---

**From:** Seavers, Dennis  
**Sent:** Thursday, January 4, 2024 1:11 PM  
**To:** barber-schools  
**Subject:** Reminder: monthly reports must now be submitted online

Dear barber schools,

As a reminder, the law changed on January 1 to require schools to submit monthly reports of student hours online (for more information, [click here](#)). This requirement is true even if the report is from previous months (e.g., if you didn't submit August 2023 hours, you must now submit those online and cannot submit them by paper forms).

We will no longer accept paper forms (including scanned-and-emailed forms), except as follows.

- When a student graduates, transfers, or drops, you may submit a paper form for the last month they accrued hours – but only for that last month.
- If you make an error when you submit the hours online and need to correct your submission, you may use the paper form.

If you haven't had a walkthrough of the new system with me or don't have one scheduled, it's important that you reach out to me as soon as possible to make arrangements.

Thank you,  
Dennis

Dennis Seavers  
Executive Director  
NORTH CAROLINA BOARD OF BARBER AND ELECTROLYSIS EXAMINERS  
(919) 814-0641 (Office)  
(919) 981-5068 (Fax)  
7001 Mail Service Center  
Raleigh, NC 27699-7000  
[www.bbee.nc.gov](http://www.bbee.nc.gov)  
[barbers@nc.gov](mailto:barbers@nc.gov) | [electrolysis@nc.gov](mailto:electrolysis@nc.gov)