



Ohio Administrative Code

Rule 3301-24-08 Professional or associate license renewal.

Effective: April 23, 2017

(A) The professional or associate educator license is valid for five years and may be renewed by individuals currently employed in a school or school district upon verification that the requirements listed in paragraph (A)(1) or (A)(2) of this rule have been completed since the issuance of the license to be renewed.

(1) Six semester hours of coursework related to classroom teaching and/or the area of licensure as approved by the local professional development committee of the employing school or school district; or

(2) Eighteen continuing education units (one hundred eighty contact hours) or other equivalent activities related to classroom teaching and/or the area of licensure as approved by the local professional development committee of the employing school or school district.

(a) Each public school district and chartered nonpublic school shall appoint a local professional development committee to oversee and review professional development plans for coursework, continuing education units, or other equivalent activities. The local professional development committee shall be composed of teachers, administrators and other educational personnel, and a majority of the members of the local professional development committee shall be practicing classroom teachers. School districts shall have the option of collaborating with other districts or educational service centers in establishing and completing the work of the local professional development committee. Chartered nonpublic schools shall also have the option of collaborating with other schools in establishing and completing the work of the local professional development committee.

(b) Whenever the coursework plan of an administrator, school treasurer, or school business manager is being discussed or voted upon, the local professional development committee shall, at the request of one of its administrative members, cause a majority of the committee to consist of administrative members by reducing the number of teacher members voting on the plan.



(c) Each educator wishing to fulfill the license renewal requirements is responsible for the design of an individual professional development plan, subject to approval of the local professional development committee. The plan shall be based on the needs of the educator, the students, the school, and the school district, and shall be aligned with the various professional educator standards adopted by the state board of education (available on the educator standards board's website at esb.ode.state.oh.us). Professional development may then be completed in accordance with this plan.

(d) Each school district shall establish a local appeal process for educators who wish to appeal the decision of the local professional development committee.

(e) Coursework or continuing education units or other equivalent activities may be combined.

(B) Educators not employed in Ohio schools may apply directly to the Ohio department of education for renewal with evidence of six semester hours of coursework related to classroom teaching and/or the area of licensure. Educators not employed in Ohio schools wishing to fulfill the licensure renewal requirements of six semester hours of coursework, eighteen continuing education units (one hundred eighty contact hours), or other equivalent activities, shall be responsible for the design of an individual professional development plan subject to review and approval of a regional provider with an Ohio department of education approved local professional development committee. The local professional development committee so approved shall review, approve, and recommend the licensure renewal subject to the Ohio department of education guidelines for all local professional development committees ("Resource Guide for Establishing an LPDC," April 2012, education.ohio.gov).

(C) A professional or associate license that has lapsed for up to five years due to not meeting the professional development requirements as described in this rule may be reinstated upon completion of nine semester hours of coursework relevant to classroom teaching and/or the area of licensure since the issuance of the license to be renewed. If, during the lapsed period of the license, the license holder is continuously employed under another valid Ohio certificate or license, or as an educator in another state under a currently valid certificate or license, then the renewal provisions in paragraphs (A) and (B) of this rule shall apply.



(D) A professional or associate license that has lapsed for more than five years due to not meeting the professional development requirements as described in this rule may be reinstated upon completion of twelve semester hours of coursework relevant to classroom teaching and/or the area of licensure since the issuance of the license to be renewed. If, during the lapsed period of the license, the license holder is continuously employed under another valid Ohio certificate or license, or as an educator in another state under a currently valid certificate or license, then the renewal provisions in paragraphs (A) and (B) of this rule shall apply.

(E) The school audiologist, school social worker, school speech-language pathologist, school nurse, occupational therapist, physical therapist, occupational therapy assistant, and physical therapy assistant licenses shall be renewed upon evidence of a currently valid license issued by the respective Ohio licensure board. The school counselor and school psychologist licenses may be renewed upon evidence of a currently valid license issued by the respective Ohio licensure board, if a board license is held. If a board license is not held then the school counselor and school psychologist licenses shall be renewed in accordance with the requirements specified in paragraphs (A) to (D) of this rule.

(F) Coursework for the renewal of a license shall be completed at an accredited institution of higher education, defined in rule 3301-24-01 of the Administrative Code as a degree granting institution accredited at the college level by an accrediting agency that is recognized by the United States secretary of education. All coursework should lead to new knowledge in the classroom and be related to student achievement.

(G) The increased amount of coursework associated with lapsed licenses will not apply provided that the license holder completes the required six semester hours by September first of the year that the professional license expires.

(H) Educators who have earned national board certification during the life of a professional license are deemed to have met the additional professional development requirements for the next renewal cycle.

(I) Educators who meet the state board definition of consistently high-performing teacher are exempt from the requirement to complete any additional coursework for the renewal of a professional educator license issued under section 3319.22 or 3319.26 of the Revised Code for the



next renewal cycle as outlined in paragraphs (A)(1) and (A)(2) of this rule. Consistently high-performing teachers are also exempt from any requirements prescribed by professional development committees established under paragraphs (F) and (G) of this rule.

(1) A consistently high performing teacher is defined as a teacher who has received the highest final summative rating, as defined by sections 3319.111 and 3319.112 of the Revised Code where applicable, for at least four of the past five years; and

(2) Who meet at least one of the following additional criteria for at least three of the five years during the current licensure cycle: holds a valid senior or lead professional educator license; holds a locally recognized teacher leadership role which enhances educational practices by providing professional learning experiences at district, regional, state or higher educational level; serves in a leadership role for a national or state professional academic education organization; serves on a state level committee supporting education; or receives state or national educational recognition or award.