



Ohio Administrative Code

Rule 3301-26-01 Examinations for educator licensure.

Effective: April 25, 2019

(A) Any individual who begins a program leading to licensure after July 1, 1987, shall successfully complete examinations as prescribed by this chapter as a prerequisite for licensure, pursuant to Chapter 3301-24 of the Administrative Code. This rule shall apply to any licensure candidate whose preparation for licensure is completed at a college or university approved by the chancellor of higher education for educator preparation, or an equivalent out-of-state institution, if an equivalent out-of-state licensure examination has not been completed, or through an alternative route leading to educator licensure.

(1) The superintendent of public instruction may waive the requirement if there is no examination approved by the state board of education for a particular area of knowledge.

(2) The superintendent of public instruction shall ensure the availability of alternative examination conditions for a candidate who evidences a disability that requires an individualized accommodation.

(B) The selection, development, and administration of the examinations shall conform to the criteria specified in this paragraph.

(1) The state board of education shall prescribe the examinations, the effective date and the minimum qualifying scores for the purpose of licensure.

(a) The examinations for licensure as a classroom teacher shall measure knowledge of professional education and content knowledge of the subject area or area of specialization.

(b) The examinations for endorsements shall measure knowledge in the area of specialization.

(c) The examinations for administrator and pupil services licenses shall measure knowledge in the area of specialization.



- (d) The examinations for associate licensure shall measure knowledge in the area of specialization.
- (2) The process of development or selection of an examination, including the determination of validity and the recommendation of a minimum qualifying score, shall include the advice and participation of classroom teachers, other educational personnel and personnel from colleges and universities approved for educator preparation, and shall ensure the representation of diverse geographical, racial, ethnic, and gender groups in this process.
- (a) Provisions shall be ensured to identify possible sources of cultural bias and shall utilize professionally established and accepted procedures to ensure fairness of the examinations for diverse ethnic, racial, and gender groups who are candidates for licensure.
- (b) The utilization of appropriate psychometric procedures shall be ensured by the Ohio department of education and applied by the agency, company, or organization providing the examinations.
- (c) The utilization of appropriate procedures shall be ensured by the Ohio department of education in matters involving the determination of the validity of examinations for licensure in Ohio and the setting of minimum qualifying scores.
- (3) The examinations shall be administered at multiple testing sites throughout the state.
- (a) The examinations shall be administered on a continuing basis throughout the calendar year as ensured and continuously monitored by the Ohio department of education. The agency, company or organization providing the examinations shall facilitate rescheduling of an examination in the event that unfavorable conditions may prevail at an examination center.
- (b) The selection, training, and supervision of individuals who administer the examinations, including the application of security provisions, shall be conducted in accordance with established protocols determined by the agency, company or organization providing the examinations. Evidence of a breach in security at any examination center may necessitate the invalidation of all examinations completed during that breach in security.
- (c) The fee for the administration of all examinations that is paid to the agency, company or



organization providing the examinations shall be monitored by the Ohio department of education.

(4) An individual who has completed an examination but who has not achieved at least the minimum score established by the state board of education may repeat that examination at any subsequent administration.

(5) Candidates for licensure shall be responsible for ensuring that they complete the actions described in paragraphs (B)(5)(a) and (B)(5)(b) of this rule:

(a) Registration procedures are completed as specified by the agency, company or organization providing the examinations including payment of fees for each examination; and

(b) Permission is granted for the results of the completion of the examination to be reported to the appropriate authorities as specified in paragraph (B)(6)(b) of this rule.

(6) The agency, company or organization providing the examinations shall be responsible for scoring and reporting the results of each examination within two weeks following the closure of the testing period.

(a) The candidate shall be provided the result of each examination completed by the candidate.

(b) Provisions shall be made for a candidate to request that the results of the completion of an examination be reported to the appropriate authorities as specified under any of the circumstances described in paragraphs (B)(6)(b)(i) to (B)(6)(b)(iii) of this rule:

(i) A candidate completing an approved licensure program at a college or university approved by the chancellor of higher education for educator preparation shall request that evidence of the completion of an examination be reported to that college or university and to the Ohio department of education in accordance with established reporting procedures; or

(ii) An out-of-state candidate shall request that evidence of the completion of an examination be reported to the Ohio department of education in accordance with established reporting procedures;
or



(iii) A candidate completing an alternative route leading to educator licensure shall request that evidence of the completion of an examination be reported to the Ohio department of education in accordance with established reporting procedures.

(7) The college or university approved for educator preparation by the chancellor of higher education shall be responsible for advising candidates beginning licensure programs that they will be required to successfully complete one or more examinations prescribed by the state board of education and for ensuring that candidates access registration materials, preparation materials, and other related information including where and when they may complete the required licensure examinations.

(C) The Ohio department of education shall continuously monitor administration of the examinations and shall evaluate the effectiveness of each examination at least once every five years according to the criteria set forth in paragraph (B) of this rule in collaboration with the Ohio educator standards board. The results of the evaluation shall be reviewed by the Ohio educator standards board and the Ohio department of education in order to determine recommendations for possible revision of examination requirements.

(D) The superintendent of public instruction shall continuously monitor the procedures to be used in the application of this rule.