



Ohio Administrative Code

Rule 3301-3-02 Eligibility to establish an information technology center.

Effective: October 8, 2026

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- (A) As provided under section 3301.075 of the Revised Code, an information technology center is established by user entities, and is deemed eligible pursuant to this rule.
- (B) A user entity meets the definition in paragraph (B)(29) of rule 3301-3-01 of the Administrative Code and uses or expresses the intent to use services provided by an information technology center.
- (C) Information technology center permit eligibility.
- (1) User entities desiring to establish an information technology center that meets the classification described in paragraph (A) of this rule will apply to the department for the appropriate site permit and provide each of the following:
- (a) An organizational governance document ratified by the governing body of each proposed participating user entity of the information technology center that will be reviewed by legal counsel for compliance with Chapter 167. of the Revised Code or section 3313.92 of the Revised Code;
 - (b) Document a minimum of twenty user entities that will consume services of this information technology center and, pursuant to the definition of ADM in paragraph (B)(2) of rule 3301-3-01 of the Administrative Code, a minimum aggregate ADM of twenty-five thousand students of user entities contracted to receive core services;
 - (c) Provide a schedule consistent with rule 3301-3-06 of the Administrative Code demonstrating a minimum of staffing, training, resources, and procedural operations to deliver core services;
 - (d) Formally demonstrate and substantiate to the department the need for an additional information technology center and how, if approved, this center would enhance the overall capabilities of the Ohio education computer network;
 - (e) Be fully considered for approval by the department.
- (2) Two or more information technology centers desiring to combine operations with the intent of establishing a new information technology center will do each of the following:
- (a) Demonstrate the action to combine operations has been approved by the governing bodies of each participating information technology center;
 - (b) Each hold a valid site permit as described in rule 3301-3-03 of the Administrative Code;



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- (c) Comply with guidelines as established by the department, apply for a new site permit, and be fully considered for approval by the department;
- (d) Complete a site review within two fiscal years following the date the information technology centers are combined, which, subject to the completion of a corrective action plan or satisfying any additional follow-up actions requested by the department resulting from the site review, will establish the time until the next site review as specified in paragraph (E) of rule 3301-3-03 of the Administrative Code;
- (e) Comply with paragraph (C)(1) of this rule, endeavor to conclude business as separate operations, and surrender all existing site permits at such time as pre-existing contractual obligations of each participating information technology center are fully resolved.