



Ohio Administrative Code

Rule 3302-23-44 Temporary and substitute licenses.

Effective: August 30, 2024

(A) Temporary pupil services license. A temporary pupil services license may be issued upon the request and recommendation of an employing superintendent of a city, local, exempted village, or joint vocational school district, educational service center, or the governing authority of a chartered nonpublic school or community school, to an individual who is deemed to be of good moral character and who meets the qualifications as specified in this paragraph provided the vacancy has been posted for two weeks and no properly licensed and suitable candidate has been identified by the employing district:

- (1) School audiologist - currently valid license to practice audiology issued by the Ohio speech and hearing professionals board;
- (2) School social worker - currently valid license to practice social work issued by the Ohio counselor, social worker, and marriage and family therapist board;
- (3) School speech-language pathologist - currently valid license to practice as a speech-language pathologist issued by the Ohio speech and hearing professionals board
- (4) School nurse - currently valid license to practice as a registered nurse issued by the Ohio board of nursing and a baccalaureate degree;
- (5) School psychologist - limited to individuals enrolled in school psychologist preparation programs, while completing the program internship;
- (6) School counselor -
 - (a) A temporary school counselor license may be issued to an individual who holds a currently valid standard teaching certificate or professional teaching license, who is enrolled in an approved school counselor preparation program, and who demonstrates an understanding of each of the following as



documented by the institution approved to prepare school counselors:

(i) Professional identity

(ii) Social and cultural diversity

(iii) Human growth and development

(iv) Career development

(v) Helping relationships

(vi) Group work

(vii) Assessment

(viii) Research and program evaluation

(b) A temporary school counselor license may also be issued to an individual who holds a currently valid license to practice as a counselor from the Ohio counselor, social worker, and marriage and family therapist board who is enrolled in an approved school counselor preparation program; or.

(7) Interpreter for the hearing impaired - limited to individuals enrolled in a program leading to licensure in interpreting for the hearing impaired.

(B) Renewal of a temporary pupil services license. A temporary pupil service license may be renewed upon the request and recommendation of an employing superintendent of a city, local, exempted village, or joint vocational school district, educational service center, or the governing authority of a chartered nonpublic school or community school, by an individual who is deemed to be of good moral character; has completed an additional six semester hours of coursework in an approved program leading to licensure in the area for school counselor and interpreter for the hearing impaired; and holds a currently valid license issued by the respective Ohio licensure board for the temporary school speech-language pathologist license, the temporary school nurse license, the



temporary school social worker license, and the temporary school audiologist license.

(C) Temporary teaching license for military science. A temporary military science teaching license for teaching in a junior reserve officer training corps (JROTC) program may be issued upon the request and recommendation of the employing superintendent of a city, local, exempted village, or joint vocational school district, educational service center, or the governing authority of a chartered nonpublic school or community school, to an individual who is deemed to be of good moral character and who is determined by the hiring authority to have the necessary skills to serve in this capacity.

(D) Substitute teaching licenses. A one-year or five-year substitute teaching license may be issued to qualified individuals upon the request and recommendation of an employing superintendent of a city, local, exempted village, or joint vocational school district, educational service center, or the governing authority of a chartered nonpublic school or community school:

(1) Substitute teaching license. A substitute teaching license will be issued to an individual who is deemed to be of good moral character by the hiring authority and holds a post-secondary degree, except as otherwise outlined in paragraph (D)(2) or (D)(3) of this rule. Substitute teaching licenses will be issued as follows:

(a) Applicants who hold a post-secondary degree in education will be issued a substitute teaching license valid for teaching in all subject areas and teaching fields.

(b) Applicants who hold a post-secondary degree in a subject area that aligns with a teaching field as determined by the Ohio department of education and aligns with the applicant's post-secondary degree will be issued a license in that teaching field.

(c) Applicants who hold a post-secondary degree in a subject area that is unrelated to any teaching field will be issued a substitute teaching license with a non-designated teaching field.

(2) Substitute career-technical workforce development teaching license. A substitute career-technical teaching license will be issued to an individual who is deemed to be of good moral character by the hiring authority and has the appropriate education and experience, consistent with division (F) of



section 3319.229 of the Revised Code based upon a review of criteria established by the Ohio department of education. The holder of a substitute career-technical workforce development teaching license issued under this provision may work for an unlimited number of school days in the license holder's certified career field and for up to one semester outside the license holder's certified field, subject to approval of the employing school district superintendent.

(3) Substitute interpreter license for the hearing impaired. A substitute license for interpreter for the hearing impaired is not a substitute teaching license covered under section 3319.226 of the Revised Code since it does not require a post-secondary degree. Consistent with section 3319.22 of the Revised Code, a substitute interpreter license for the hearing impaired may be issued to an individual who is deemed by the hiring authority to have the necessary skills to serve in the capacity of educational interpreter. The holder of a substitute license for interpreter for the hearing impaired license issued under this provision may work for an unlimited number of school days.

(4) Renewal of a substitute teaching license. A one-year or five-year substitute teaching license may be renewed upon the request and recommendation of an employing superintendent of a city, local, exempted village, or joint vocational school district, educational service center, or the governing authority of a chartered nonpublic school or community school.

(E) Temporary substitute teaching license. A one-year temporary substitute teaching license will be issued to an individual who meets the requirements set-forth in section 3319.102 of the Revised Code (1) Renewal of a Temporary substitute teaching license. A one-year temporary substitute teaching license may be renewed upon the request and recommendation of an employing superintendent of a city, local, exempted village, or joint vocational school district, educational service center, or the governing authority of a chartered nonpublic school or community school upon verification by the employing superintendent that the holder of a temporary substitute teaching license: (a) is currently enrolled in a post-secondary program necessary to qualify for a substitute teaching license issued under section 3319.226 of the Revised Code; or (b) has completed 0.8 continuing education units (eight contact hours) or other equivalent activities related to classroom teaching as approved by the employing school or school district. Any pre-service training requirements required by the employing school or district prior to beginning substitute teaching may be applied towards the applicant's first renewal. The training required for each renewal must lead to new pedagogical knowledge or knowledge in a content area for which the educator is serving as a



substitute teacher.

(E) (F) All coursework required by this rule will be completed at an institution approved to grant the associate or baccalaureate degree by the Ohio department of higher education or the equivalent if completed outside the state.