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OHIO LEGISLATIVE SERVICE
COMMISSION
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Ohio Administrative Code

Rule 4765-20-04 Application for a firefighter, fire safety inspector, or hazard recognition officer certificate.

Effective: November 1, 2026

[Comment: For dates and availability of material incorporated by reference in this rule see rule 4765-25-02 of the Administrative Code.]

(A) An applicant for a firefighter or fire safety inspector certificate shall submit a completed "Firefighter or Fire Safety Inspector Initial Application."

(B) An applicant for renewal of a firefighter or fire safety inspector certificate shall submit a completed "Firefighter or Fire Safety Inspector Renewal Application."

(C) An applicant requesting reinstatement of a firefighter or fire safety inspector certificate shall submit a completed "Firefighter or Fire Safety Inspector Reinstatement Application."

(D) An applicant requesting certification as a firefighter through reciprocity shall submit a completed "Firefighter Reciprocity Application."

(E) An application that is not completed in the manner specified may be deemed incomplete by the executive director. Incomplete applications will not be considered by the executive director.

(F) At the time of application, an applicant who has been convicted of any criminal offense other than a minor traffic offense, shall at the applicant's expense submit the following with the application:

(1) A certified copy of the judgment entry from the court in which the conviction occurred;

(2) A civilian background check from the bureau of criminal identification and investigation (BCI&I); and

(3) A certified copy of the police report or law enforcement agency report, if applicable.

(G) Subject to the discretion of the executive director, failure to submit documentation required in paragraph (F) of this rule may render the application incomplete.

(H) Armed forces applications are processed as follows:

(1) The division shall track and monitor each application for a certificate that has been received from an applicant who is a:

(a) Veteran;

(b) Member of the armed forces;

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(c) Spouse of a veteran or member of the armed forces; or

(d) Surviving spouse of a veteran or member of the armed forces.

(2) The division shall prioritize and expedite each completed initial application and renewal application received from an applicant who is a:

(a) Veteran;

(b) Member of the armed forces;

(c) Spouse of a veteran or member of the armed forces; or

(d) Surviving spouse of a veteran or member of the armed forces.

(3) In order to expedite the processing of completed applications and renewals, especially for individuals facing imminent deployment, the division shall accept necessary information in support of the application by electronic and other appropriate means.