AUTHENTICATED,
OHIO LEGISLATIVE SERVICE
COMMISSION
DOCUMENT #540414

Ohio Administrative Code

Rule 4765-21-07 Reinstatement of a certificate to teach.

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) A fire and emergency services, assistant fire, or live fire certificate to teach shall expire on its expiration date.

(B) An assistant fire instructor certificate to teach that has expired is not eligible for reinstatement.

(C) The executive director shall reinstate a fire and emergency services, or live fire certificate to teach that has expired in accordance with the parameters set forth in this rule.

(D) In order to reinstate a fire and emergency services instructor certificate to teach that has expired, an applicant who wishes to continue to teach initial fire service courses, in addition to the requirements set forth in paragraph (F) or (G) of this rule, as applicable, shall meet all of the following requirements:

(1) Meets all qualifications for a certificate to teach as set forth in rule 4765-21-03 of the Administrative Code;

(2) Has previously held a fire and emergency services instructor certificate for the level of certification sought;

(3) Certificate to teach was in good standing at the time the certificate expired;

(4) In the preceding seven years, has been certified for at least five years as a fire service provider;

(5) Possesses a current and valid firefighter certificate that is in good standing and:

(a) Shall not have been convicted of any of the following:

(i) Any felony;

(ii) A misdemeanor committed in the course of practice;

(iii) A misdemeanor involving moral turpitude.

(b) Shall not have committed fraud, misrepresentation, or material deception in applying for, or obtaining a certificate issued under section 4765.55 of the Revised Code and this chapter.

AUTHENTICATED,
OHIO LEGISLATIVE SERVICE
COMMISSION
DOCUMENT #540414

(6) Submits a completed "Fire and Emergency Services Instructor Reinstatement Application."

(E) In order to reinstate a fire and emergency services instructor certificate to teach that has expired, an applicant who only wishes to teach initial fire and emergency services instructor courses, in addition to the requirements set forth in paragraph (F) or (G) of this rule, as applicable, shall meet all of the following requirements:

(1) Shall not have been convicted of any of the following:

(a) Any felony;

(b) A misdemeanor committed in the course of practice;

(c) A misdemeanor involving moral turpitude.

(2) Shall not have committed fraud, misrepresentation, or material deception in applying for, or obtaining a certificate issued under section 4765.55 of the Revised Code and this chapter.

(3) Previously held a fire and emergency services instructor training certificate that was in good standing at the time the certificate expired;

(4) Submits a completed "Fire and Emergency Services Instructor Reinstatement Application."

(F) The executive director shall reinstate a fire and emergency services instructor certificate to teach that has expired for not more than ninety days from the expiration date if the applicant meets the requirements set forth in paragraph (D) or (E) of this rule and all of the following requirements:

(1) Provides documentation to the division that all continuing education and instructional requirements as set forth in rule 4765-21-06 of the Administrative Code were met for the certification cycle prior to the certificate's expiration date. If the continuing education requirements have not been completed prior to expiration date, the applicant is not eligible for reinstatement under this paragraph;

(2) Submits an application fee of seventy-five dollars;

(3) Submits a completed "Fire and Emergency Services Instructor Reinstatement Application."

AUTHENTICATED,
OHIO LEGISLATIVE SERVICE
COMMISSION
DOCUMENT #540414

(G) The executive director shall reinstate a fire and emergency services instructor certificate to teach that has expired for no more than thirty-six months from the expiration date, if the applicant meets the requirements set forth in paragraph (D) or (E) of this rule and all of the following requirements:

(1) Provides documentation to the division that all continuing education and instructional requirements as set forth in rule 4765-21-06 of the Administrative Code were met for the last certification cycle prior to the certificate's expiration date. Continuing education need not be completed prior to the certificate's expiration date, but shall be completed at time of application;

(2) Passes the fire and emergency services instructor web-based certification examination within three attempts at their level of certification;

(3) Submits an application fee of seventy-five dollars;

(4) Submits a completed "Fire and Emergency Services Instructor Reinstatement Application."

(H) The executive director shall reinstate a fire and emergency services certificate to teach that has expired for more than thirty-six months, but no later than seventy-two months from the expiration date, if the applicant meets all requirements as set forth in paragraph (D) or (E) of this rule and all of the following requirements:

(1) Provides documentation to the division that all continuing education and instructional requirements as set forth in rule 4765-21-06 of the Administrative Code were met for the previous two certification cycles. The education may have been completed after the certificate holder's expiration date but shall be completed at the time of application;

(2) Passes the fire and emergency services instructor web-based certification examination within three attempts and within twelve months at their level of certification;

(3) Completes all requisite skills job performance requirements as outlined in the "Fire and Emergency Services Instructor I & II Course Packet" through an Ohio chartered fire training program and receives attestation of achieving minimum competency by the program director;

(4) Submits an application fee of seventy-five dollars;

(5) Submits a completed "Fire and Emergency Services Instructor Reinstatement Application."

AUTHENTICATED,
OHIO LEGISLATIVE SERVICE
COMMISSION
DOCUMENT #540414

(I) If a fire and emergency services instructor certificate to teach has been expired for seventy-two months or more from the expiration date, the applicant shall complete a new fire and emergency services instructor course and meet all requirements for a fire and emergency services certificate to teach as outlined in rule 4765-21-03 of the Administrative Code.

(J) The executive director shall reinstate a live fire instructor certificate to teach that has expired for not more than ninety days from the expiration date if the applicant meets all of the following requirements:

(1) Provides documentation to the division that all continuing education and instructional requirements as set forth in rule 4765-21-06 of the Administrative Code were met for the certification cycle prior to the certificate's expiration date. If the continuing education requirements have not been completed prior to expiration date, the applicant is not eligible for reinstatement under this paragraph;

(2) Possesses a current and valid firefighter I or firefighter II certificate that is in good standing;

(3) Possesses a current and valid fire and emergency services instructor certificate to teach that is in good standing and:

(a) Shall not have been convicted of any of the following:

(i) Any felony;

(ii) A misdemeanor committed in the course of practice;

(iii) A misdemeanor involving moral turpitude.

(b) Shall not have committed fraud, misrepresentation, or material deception in applying for, or obtaining a certificate issued under section 4765.55 of the Revised Code and this chapter;

(4) Has previously held a live fire certificate to teach that was in good standing at the time the certificate expired or was voluntarily surrendered;

(5) Submits an application fee of seventy-five dollars;

(6) Submits a completed "Live Fire Instructor Reinstatement Application."

AUTHENTICATED,
OHIO LEGISLATIVE SERVICE
COMMISSION
DOCUMENT #540414

(K) The executive director shall reinstate a live fire instructor certificate to teach that has expired for not more than thirty-six months from the expiration date if the applicant meets all of the following requirements:

(1) Possesses a current and valid firefighter I or firefighter II certificate that is in good standing;

(2) Possesses a current and valid fire and emergency services instructor certificate to teach that is in good standing and:

(a) Shall not have been convicted of any of the following:

(i) Any felony;

(ii) A misdemeanor committed in the course of practice;

(iii) A misdemeanor involving moral turpitude.

(b) Shall not have committed fraud, misrepresentation, or material deception in applying for, or obtaining a certificate issued under section 4765.55 of the Revised Code and this chapter;

(3) Has previously held a live fire certificate to teach that was in good standing at the time the certificate expired;

(4) Completes all requisite skills job performance requirements as outlined in the "Live Fire Instructor Course Packet" through an Ohio chartered fire training program and receives attestation of achieving minimum competency by the program director;

(5) Submits an application fee of seventy-five dollars;

(6) Submits a completed "Live Fire Instructor Reinstatement Application."

(L) If a live fire instructor certificate to teach has been expired for more than thirty-six months but not more than seventy-two months from the expiration date, in addition to the requirements in paragraph (K) of this rule, the applicant shall complete an NFPA 1403 update course through an Ohio chartered fire training program.

(M) If a live fire instructor certificate to teach has been expired for more than seventy-two months the applicant shall complete a new "Live Fire Instructor Course" and meet all requirements for a live fire certificate to teach as set forth in rule 4765-21-03 of the Administrative Code.

AUTHENTICATED,
OHIO LEGISLATIVE SERVICE
COMMISSION
DOCUMENT #540414

(N) If a fire and emergency services instructor who held a live fire instructor certificate to teach that was in good standing at the time of expiration is reinstated by the executive director, the live fire certificate to teach shall automatically be reinstated if the certificate has been expired for a period of less than seventy-two months.

(O) The application fee for military veterans shall be waived.

(P) If an applicant's certification cycle was less than thirty-six months, the applicant shall complete the pro-rated renewal requirements as set forth in rule 4765-21-15 of the Administrative Code.