Educational Aide or Student Monitor Permit Application

PERSONAL INFORMATION							
SSN	Ohio Department of Education						
-OR- Educator State ID -	Office of Educator Licensure						
Educator State ID	25 S. Front St., Mail Stop 105 Columbus, Ohio 43215-4183						
Birthdate Male	Female This application has 2 pages to be						
First Name MI	This application has 2 pages to be completed. Please complete using black or blue ink only.						
Last Name	or blue ink only.						
Address	Use this application for a New or						
	Renewal Educational Aide or Student Monitor Permit.						
City State Zip							
Home Phone Cell Phone	New Renewal						
E-mail	Correct effective year						
Other names that may appear on official documents (maiden, etc.)	Amount enclosed: \$						
BACKGROUND CHECKS							
First Ohio License, Certificate or Permit							
When an individual submits an application for his/her first license, certificate or permit issue report, completed within 365 days of the date the application is received, must be on file at t							
Renewals and Additional Licenses, Certificates or Permits							
Have you lived continuously in Ohio for the p	ast 5 years? You must check one:						
	NO						
An FBI background check is required if the report on file with ODE is more than 5 years old at the date the application is received. A BCI background file with ODE are more than five years old on the date the application is received. Both the BCI and FBI background checks are required if the reports on file with ODE are more than five years old on the date the application is received.							
Please note:							
The Ohio Department of Education is not able to accept paper reports. All background check from the Ohio Bureau of Criminal Investigation. When you have your fingerprints taken at a W under 'Reason Fingerprinted' to send to the Ohio Department of Education per the example by	ebCheck facility, please ask the person taking the prints to check the box						
Reason Fingerprinted Reason Fingerprinted	eiow.						
X Send to the Ohio Department of Education							
Please do not use the Department of Education address in the 'mail to' section because the For more information on how to complete this electronic process, please visit <u>www.ohioattor</u>							
LEGAL QUESTIONS (Each question MUST be answered							
If you answer YES to any question, attach an explanation to this application. Please include t							
matter was heard.	ounled we content to any misdomonous attent they a traffic affected.						
	o, or pled no contest to any misdemeanor other than a traffic offense?						
Yes No Have you ever been convicted of, found guilty of, pled guilty to, or pled no contest to any felony?							
Yes No Have you ever had a criminal conviction sealed or expunged? Yes No Have you ever had ANY professional certificate, license, permit, or an application for the same, revoked, suspended, limited or denied?							
Yes No Have you ever surrendered ANY certificate, license or permit,							
APPLICANT SIGNATURE							
II certify under penalty of loss of my right to teach or work in the school and correct in every respect.	s of Unio that the answers to these five questions are true						
	Page 1 of 2						
Signature of Applicant	Date March 2012						

CREDENIIALI	NFORMATIO	M (Indicate i	Permit Kequ	este	a. <i>)</i>					
New [Renewal	Correct effective	ve year to		\$	20				
1-Vear I	Educational Aide	\$ 25	;							
One-year educational aide permits, new and renewal, may be issued at the request of an employing school district to individuals who hold a high school diploma or the equivalent.										
4-Year I	Educational Aide	\$100)							
Fou	r-year educational aide p	ermits may be issued to ind duties for a minimum of tw	ividuals who hold a high s			e equiva	ılent, and	d who h	nave	
Addition	n of the ESEA Qualified I	Designation \$ 20	(one-time fee)							
The		nay be added to the education	,	luals who h	nave succ	cessfully	comple	ted one	of the	
1. `	The examination for para	aprofessionals prescribed b	y the State Board of Educa	ation (Para	Pro)					
	score for this t	to the "ESEA Qualified" des test to be reported directly t partment of Education's repo	o the Ohio Department of	Education I	by the Ed	ducationa	al Testin			
		nigher) from an accredited in ation (defined as 48 semest			ast 2 yea	ars of stu	ıdy at aı	n accre	dited	
		for the "ESEA Qualified" descial transcripts (no photcopi		lege course	ework or	degree,	and I ha	ive		
1-Year S	tudent Monitor	\$ 25	5							
	ide Technologist (renewa	ll only) \$10 0)							
EFFECTIVE YE	AR									
The effective year for an Ohio license begins July 1, regardless of the date of issuance. When renewing you may apply after January 1 of the year the permit expires.										
Permit to begin on July 1,										
SUPERINTEND (All permits are r					TION	ı				
I hereby request a permit for the	individual named on this a	application.								
Signature of Ohio School Superintendent Date										
J.g.	atar o or or no occident dupo									
School District				IRN #						
ADDI ICANT CIC	NATURE									
APPLICANT SIG										
I certify under penalty of the loss respect.	of my right to work in the	eschools of Ohio that the info	rmation provided on this pa	ige of the ap	oplication	i is true a	ınd corre	et in ev	very	
Signature of Applicant			Date				-			
Print Name										
Fees: Please enclose a money (\$25 of the fee is non-ref		ayable to " Treasurer, State o	f Ohio" for each application	n. DO NOT S	END CAS	6Н.				
Please Note: The \$ 20 fee to ad	d ESEA Qualified is a one-f	time fee. Once ESEA is added	it will be printed on every r	renewal with	hout an a	dditional	fee.			
CHECKLIST Have you										
Received the Superintendent's	signature _	Completed each section on and signed page 1 and pa		_	Requested electronic submission of the BCl and FBl, if applicable					
Attached a check or money or	der _	Included official transcripts	_	_	Requested electronic submission of the ParaPro scores, if applicable					

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