

STEPS FOR OBTAINING A TEACHING LICENSE IN OHIO FOR AGRICULTURAL EDUCATION

1. Items needed to submit for a teaching license: Four-Year Resident Educator License Application – In State, Good Moral Character Form, Record of Occupational Experience Form, Career Objective Statement, and check for \$160 made payable to “TREASURER – STATE OF OHIO”.

2. Mail all of the above items to:

Jamie Cano
208 Ag Admin Bldg
2120 Fyffe Road
Columbus, OH 43210

3. Teaching license application is available at:

<http://www.ode.state.oh.us>

Then to: Teaching

Then to: Educator Licensure

Then to: Educator Licensure Applications

Then to: #1. 4-Year Resident Educator License (education program completed in Ohio)

You are applying for an: Four-Year Resident Educator License

Your License Type is: 66 (Career – Technical)

Your Teaching Field is:

010100 Agriscience

4. Good Moral Character Form, Record of Occupational Experience Form, Career Objective Statement available at: www.ag.ohio-state.edu/~hcrd; once there go to Ag & Extension Education; then to Undergrad Program; on the bottom of that page is a link to Licensure Forms.
5. Once I have verified the information as true and correct, the application package is sent to the College of Education for signature and then forwarded to the ODE. Once the application package has left Dr. Cano's office, it *generally* takes six to eight weeks for you to receive your license. Also, once

the application package leaves Dr. Cano's office, there is no way to "trace" the application until it reaches ODE.

6. PRAXIS II: Registration, Test Dates, Codes: www.ets.org/praxis
7. You need to take the Principles of Learning and Teaching, Grades 7 – 12 (0524) test.
8. Make sure that when you register, you send your scores to OSU using code R1592. Using any other code will cause a delay in your scores and may end up costing you more money.
9. Background Check: Any individual applying for an initial Ohio license is required to complete a background check through the Bureau of Criminal Identification and Investigation (BCII) AND the Federal Bureau of Investigation (FBI). There is a fee for this service. The BCII and FBI reports are sent directly to ODE.