

Background Check

Ohio law requires that all individuals must have a baseline Ohio Bureau of Criminal Investigation (BCI) and FBI criminal background check at the time they apply for their first Ohio educator license, certificate or permit, and those BCI and FBI background checks must be no older than one year (365 days) at the time they are used for initial licensure.

If an individual then resides continuously in Ohio, he or she does not need to update the BCI background check, but must obtain an updated FBI check once every five years.

If an individual lives outside Ohio at any time during the five years after obtaining a BCI check, then both background checks will need to be updated.

This applies to all individuals holding a state of Ohio educator license, certificate or permit, including a non-tax certificate (no expiration date), a permanent certificate (no expiration date) and an eight-year professional certificate.

Background Checks can be completed at the Adult Ed Office located at Sandusky High School. No Appointment is necessary! Cost of the fingerprinting varies, depending on the location or agency providing the service.