

# Options for individuals who hold 2-year Licenses in Ohio

In the areas of Adolescent through Young Adult (7-12), Vocational (baccalaureate programs 4-12), and Principal

Were you employed full time under that license (120 days) in the 02-03 school year or after?

No

## RENEW

If your **TEACHING** license is expiring, you may renew it with 3 semester hours or 4.5 quarter hours. **(You may renew your 2-year license as many times as needed until you attempt your entry year and Praxis III and do not pass after 3 attempts)**  
\*Please note: If your 2-year license is expired up to 5 years, you need 6 semester hours, if it is expired more than 5 years, you need 9 semester hours.

To renew a **PRINCIPAL** license, you must have a currently valid teaching certificate or license and make application for the renewal. No additional coursework is needed.

### Application Materials:

- Application and fee for a 2-year license renewal.
- Official transcript showing coursework since the issue date of the license to be renewed.

Yes

Did you complete and pass entry year and Praxis III assessment?

Yes



### Application Materials:

- Application for new 5-year professional license and fee
- Official transcript documenting reading coursework.
- Send to your district office for processing.

**You have the option to renew the 2-year license if you do not want to advance to the 5-year license at this time. See renewal requirements above.**

No

You have 3 chances to pass the entry year and Praxis III assessment. You may apply for a one-year interim license if you have not had 3 opportunities to pass the assessment during the life of your 2-year license.

**\*\*Course work for renewal must be related to classroom teaching and/or the area of licensure and may be completed at an accredited college or university approved to grant the associate or baccalaureate degree.**