

4501-53-09

**Renewal of private provider certification of approval.**

[Comment: For dates and availability of material incorporated by reference in this rule, see rule 4501-53-16 of the Administrative Code.]

- (A) Each private provider seeking renewal of certification of approval shall have its ~~authorized~~authorizing official submit a "Motorcycle Ohio Private Provider Application" marked "renewal" ~~renewal application~~ to the department ~~on a form prescribed by the director~~.
- (B) If a renewal application is not postmarked or received by the department at least thirty days prior to the expiration of the current approval period, the ~~authorized~~authorizing official must submit an original "Motorcycle Ohio Private Provider Application" ~~application~~ in accordance with rule 4501-53-06 of the Administrative Code.
- (C) The renewal application shall be signed, dated, and shall contain a statement affirming that the private provider meets the requirements for a certification of approval.
- (D) The department shall renew a certification of approval if all of the following apply:
- (1) The application for renewal is completed and submitted to the department no later than the thirtieth day prior to expiration of the current approval period;
  - (2) The course remains in compliance with the requirements for approval as set forth in this chapter, and with the private provider's written policies and procedures as approved by the director.
  - (3) Upon request, the site coordinator submits a criminal records check from the bureau of criminal identification and investigation and request the bureau of criminal identification and investigation obtain information from the federal bureau of investigation as part of the criminal records check ~~abstract~~ provided and dated by the bureau of criminal identification and investigation within ~~The criminal records check shall not be dated more than forty-five days prior to the date of such request.~~ If there is no designated site coordinator, the ~~authorized~~authorizing official shall submit such criminal records check ~~abstract~~. The application shall be denied if the site coordinator, or authorizing official if applicable, has been convicted of:
    - (a) Any felony, unless the felony conviction occurred more than ten years preceding the date of application, and the conviction is not reasonably related to a person's ability to serve safely and honestly in connection with a motorcycle training course.

(b) Any misdemeanor of the first or second degree, unless the conviction occurred more than five years preceding the date of application, and the conviction is not reasonably related to a person's ability to serve safely and honestly in connection with a motorcycle training course.

(E) In considering an application for renewal of certification of approval, the department may consider any information relevant to the requirements for approval as set forth in this chapter and Chapter 4508. of the Revised Code.

Effective:

Five Year Review (FYR) Dates: 02/08/2016

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Certification

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Date

Promulgated Under: 119.03  
Statutory Authority: 4508.08  
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