

PRE-SERVICE TEACHER PERMIT

Frequently Asked Questions

Who must obtain this permit?

Any individual enrolled in a course that is part of an educator preparation program that leads to an Ohio teaching license **AND** will be in an Ohio P-12 classroom as part of the course is required to obtain this permit. Effective Fall 2025, students are required to hold an active Pre-Service Teacher Permit even if they hold an active credential issued by the State Board of Education of Ohio (with the exception of Resident Educator and Professional license holders).

Will the institution of higher education (IHE) receive notification of a pre-service teacher's arrest or conviction if the candidate holds a credential other than the Pre-Service Teacher Permit?

No, IHEs will not receive notifications from Rapback in this case.

What is the validity period of the permit?

Applicants may apply for a 1-Year or 3-Year Pre-Service Teacher Permit. All permits will have an effective date of July 1 (the same as all other educator licenses).

What is the cost of the permit?

- Pre-Service Teacher Permit (1-Year) | **\$25**
- Pre-Service Teacher Permit (3-Year) | **\$75**

How will the permit be obtained and renewed?

Applicants must log in to their [OHID account](#) and apply for the permit through their CORE Dashboard (under My Credentials). The application will then be routed to the institution of higher education e-signer, following the same process as initial teaching license applications. Review the [Educator Licensure Process webpage](#) for additional information.

Will background checks be required?

Applicants must undergo fingerprinting and enroll in the [Rapback](#) system for the initial application. If the individual maintains their permit and does not move out-of-state, they will remain enrolled in the Rapback system without needing to be fingerprinted again. If the background check has been completed within a year of applying for the permit it will be acceptable. It is the approval of the permit that enrolls the student in the Rapback system. Each institution of higher education should handle the fingerprinting process per their institution's policy.

What happens if there is a notice of arrest or conviction?

Pursuant to ORC 3319.0812 section (D) the State Board of Education shall promptly notify the applicable educator preparation program and any school district or school in which the pre-service teacher has been employed or assigned as part of the program. The process by which school districts will be notified is being developed.

Can individuals who hold this permit substitute teach?

According to ORC section 3319.0812 (B) a school district or school may employ an individual with this permit as a substitute teacher **with compensation**. Each institution of higher education and collaborating school district may establish rules and guidelines for using college students as substitute teachers.

What if a student transfers from one institution of higher education (IHE) to another?

The receiving IHE will be able to check [Educator Profile](#) in the Ohio CORE system to determine if the student holds an active permit. Permit holders do not need to obtain a new permit if they transfer to a new IHE.

Need additional information?

Questions may be directed to Educator.Licensure@sboe.ohio.gov.