



# STATE BOARD OF CAREER COLLEGES AND SCHOOLS

30 East Broad Street, Suite 2481, Columbus, OH 43215-3414

(614) 466-2752 • Fax (614) 466-2219 •

E-mail: [bpsr@scr.state.oh.us](mailto:bpsr@scr.state.oh.us) • Website: <https://scr.ohio.gov/>

---

## **Proposed Rule Change Notification**

December 14, 2023

The State Board of Career Colleges and Schools ("Board") is in the process of revising twenty (20) of the Board's administrative rules. In accordance with the requirements of the Common Sense Initiative (CSI) established under Ohio Revised Code section 107.61, the Board is requesting public comments on the proposed changes to the administrative rules. CSI was established to create a regulatory framework that promotes economic development, is transparent and responsive to regulated businesses, makes compliance as easy as possible, and provides predictability for businesses.

Copies of the proposed rules as well as a copy of the Board's Business Impact Analysis (BIA) can be found on the Board's web site at: <https://scr.ohio.gov/about/laws-and-rules>

Comments on the rules may be submitted to: [john.ware@scr.ohio.gov](mailto:john.ware@scr.ohio.gov)

Please also forward a copy of your comments to: [CSIPublicComments@governor.ohio.gov](mailto:CSIPublicComments@governor.ohio.gov)

The comment period for these rules **ends on January 16, 2024**

### **Summary of Proposed Rule Changes**

#### **3332-1-02 Definition of Terms**

This rule provides definitions for this section of administrative code. Several changes are proposed to clarify the definitions of the terms "Certificate Program", "Diploma Program", and "College".

#### **3332-1-03 Exempt Universities, Courses, Schools or Colleges**

This rule addresses exemptions to the regulations. No changes are being proposed to this rule.

#### **3332-1-04.1 Change of Address**

This rule addresses the process and requirements for school's changing addresses. No changes are being proposed to this rule.

#### **3332-1-04.2 Name of School**

This rule addresses the general requirements for school names. No changes are being proposed to this rule.

#### **3332-1-04.4 Renewal of Certificate of Registration**

This rule addresses the process for renewing a certificate of registration. No changes are being proposed to this rule.

**3332-1-04.5 Suspension or Revocation of a Certificate of Registration**

This rule addresses the acts or omissions that may lead to the suspension or revocation of a certificate of registration. A minor change is being made to the rule to clarify that false or deceptive statements made on “social media” may lead to disciplinary action.

**3332-1-05 Out-of-State Schools**

This rule addresses the registration and approval of out-of-state schools. No changes are being proposed to this rule.

**3332-1-07 Equipment and Facilities**

This rule addresses the equipment and facilities requirements for schools. A minor change is being made to clarify that facilities where in-person recruiting activities are being conducted must meet local and state facility use requirements.

**3332-1-09 Student Enrollment Policies and Practices**

This rule addresses student enrollment policies and practices. Several minor clarifications are being made to rule including a clarification to the provision regarding modification and review of enrollment contracts.

**3332-1-10.1 Refunds for Books and Supplies**

This rule addresses the circumstances and method for providing students refunds for books and supplies. No changes are being proposed to this rule.

**3332-1-13 Surety Bonds**

This rule addresses surety bond requirements for schools. No changes are being proposed to this rule.

**3332-1-15 Program Authorization**

This rule addresses the process for program authorization. A minor clarification is being made to the rule pertaining to program discontinuation.

**3332-1-22 Fees for Certificate of Registration and Program Authorization**

This rule addresses fees for certificates of registration and program authorization. No changes are being proposed to this rule.

**3332-1-23 Annual Report**

This rule addresses the annual reporting process for schools. No changes are being proposed to this rule.

**3332-1-24 Graduation and Placement**

This rule addresses student graduation and placement rates for schools. A minor clarification is being made to the rule pertaining to tracking graduation and placement rates as well as graduation rates for part-time students.

**3332-1-27 Personal Information Systems Definitions**

This rule addresses personal information systems definitions. No changes are being proposed to this rule.

**3332-1-28 Procedures for Accessing Confidential Personal Information**

This rule addresses procedures for accessing confidential personal information. No changes are being proposed to this rule.

**3332-1-29 Valid Reasons for Accessing Confidential Personal Information**

This rule addresses valid reasons for accessing confidential personal information. No changes are being proposed to this rule.

**3332-1-30 Confidentiality Statutes, Regulations and Rules**

This rule addresses confidentiality statutes, regulations and rules that apply to confidential personal information. No changes are being proposed to this rule.

**3332-1-31 Restricting and Logging Access to Confidential Personal Information**

This rule addresses restricting and logging access to confidential personal information. No changes are being proposed to this rule.