

4765-20-04

**Application for a certificate of fire training.**

- (A) An application submitted for a certificate of fire training shall be on a form approved by the executive director.
- (B) No later than sixty days prior to its expiration, the division, as directed by the executive director, shall notify each person who has been issued a certificate of fire service training of the scheduled expiration date and a mechanism for renewal.
- (C) An application that is not filled out in the manner as specified on the application will be deemed incomplete. Incomplete applications will not be considered and will be returned to the applicant with the notation that the application is incomplete.
- (D) An applicant who has been convicted of any offense listed in paragraph (A)(5) of rule 4765-20-02 of the Administrative Code must, at the applicant's expense, submit with the application a certified copy of the judgment entry from the court in which the conviction occurred, a civilian background check from the bureau of criminal identification and investigation (BCI&I), and a certified copy of the police report or law enforcement agency report, if applicable. Failure to submit this documentation will render the application incomplete; however, the application will not be returned to the applicant and will not be processed until the above documentation has been submitted to the executive director.

Effective:

R.C. 119.032 review dates:

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Certification

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Date

Promulgated Under:	119.03
Statutory Authority:	4765.55
Rule Amplifies:	4765.55