



Cleveland State University

# **COLLEGE OF EDUCATION AND HUMAN SERVICES GRADUATE PROGRAMS**

Ohio Department of Education

# HOW TO APPLY FOR YOUR LICENSE

# OH|ID ACCOUNT LOGIN

Browser tabs: Mail - Karie A Coffman - Outlo... Career Day\_Grad Programs\_CE... SAFE Log On Appointments | Starfish

Address bar: safe.ode.state.oh.us/portal

Navigation: Home | About ODE | State Agencies | Online Services | **Ohio.gov**

**Ohio** | Department of Education

CONTACT US

**PLEASE SELECT THE OPTION THAT BEST APPLIES TO YOU:**

**A teacher, superintendent, parent, or other customer of the Department of Education:**

The SAFE portal has now been integrated with OH|ID. In order to access your existing SAFE applications, please click the button below to access the new OH|ID platform.

**Important: Your SAFE credentials will not work in the OH|ID platform.**

Please create a new OH|ID account if you do not already have one.

**OH|ID PORTAL**


**Need Help?** Visit the [Department of Education OH|ID Portal Help webpage](#) for information on how to access and navigate the OH|ID portal.

**An employee of the Department of Education:**






The SAFE portal has now been integrated with myOhio. In order to access your existing SAFE applications, please click the button below to access the new myOhio platform.

**MYOHIO PLATFORM**

**Paolo DeMaria**  
Superintendent of Public Instruction

**Ohio Department of Education**  
877-644-6338 | [Sign-up for Alerts](#)   
[contact.center@education.ohio.gov](mailto:contact.center@education.ohio.gov)

**State Board of Education of Ohio**  
Laura Kohler, President

Mike DeWine, Governor | Privacy | Jobs | Employees | Site Map | Contact ODE     

The Department of Education is an equal opportunity provider of ADA services.



# APPLICATION

## Messages & Notifications

Help ?

- **EFFECTIVE YEAR** – If you need a credential for the 2018-2019 school year, please select 2018 for the effective year when you begin your application. If you select 2019 for the effective year, your credential will not be effective until July 1, 2019.
- Please verify your demographic information is correct. Click the "My Profile" button in the upper right-hand corner to update your information.



## My State ID

State ID: OH1370903

## My Credentials

Apply for NEW Credential + View History ?

If you have never held an Ohio license or are applying to receive a new credential that you have not previously held, please click the *Apply for NEW Credential* button. If you are a license holder renewing or modifying a license that you currently hold or have held in the past, please find the credential in the list below and select the *Action* button.

Credential	Status	Effective Year	Expiration Date	Credential Number	Action
4 Year Resident Educator Early Childhood (P-3) License	Issued	2017	06/30/2021	21433451	Action Print
2 Year Provisional Early Childhood (P-3) License	Expired	2015	06/30/2017	21165948	Action
1 Year Long Term Substitute Adolescence to Young Adult (7-12) License	Expired	2004	06/30/2005	880691	Action

Total credentials: 3

## My Account

Click to View + ?

## My Documents

Click to View + ?

## My Application Status

Pay & Submit \$ View History ?

Below is a list of applications you have submitted. The status will be updated accordingly as your application moves through the review process.

### Submitted Applications (last 365 days)

No applications to display.

### Applications Not Yet Submitted

No applications to display.

## My Background Checks

Click to View + ?

## My Resident Educator Summary

Click to View + ?

## Assessment Data

Click to View +

# APPLICATION-IF YOU PASSED ALL OAE EXAMS

- × Effective Year (July 2020 or July 2021)
- × Four Year Resident Educator license
  - + Second license-could be Five Year Professional
- × \$160 payable by electronic check or credit card
- × Do **NOT** have to send transcripts
- × Takes 4 weeks to process

# REQUIREMENT FOR LICENSURE

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- ✘ Successful completion of all coursework
  - + **Wait until final grades are posted to apply**
- ✘ Successful completion of all required OAE exams
- ✘ Successful completion of TaskStream Portfolio
- ✘ BCI/FBI background check completed within the last year

# BCI/FBI-AVAILABLE IN THE ESSC

- ✘ **Available in the ESSC on Tues, Wed, Thurs (9-5). Need payment and ID to be fingerprinted.**
  - + ID can be Driver's license or State of Ohio ID
  - + Cost is \$30.00 each or \$60.00 for both FBI & BCI.
  
- ✘ **STEP 1: Make an Appointment**
  - + Please use the link below to choose your appointment time. Appointments are scheduled in 15 minute increments so please arrive on time.  
<https://calendly.com/coe-advising-1/bci-fingerprinting?month=2020-08&date=2020-09-23>
  
- ✘ **STEP 2: Pay by credit card upon arrival in the ESSC**
  
- ✘ **STEP 3: Please wear a mask and follow all social distancing guidelines when in the ESSC. Results are available in 2-4 weeks.**



# BCI/FBI-AVAILABLE AT OUTSIDE LOCATIONS

Visit

<https://www.ohioattorneygeneral.gov/Business/Services-for-Business/WebCheck/Webcheck-Community-Listing> to find an open fingerprint location near you.

Results are usually back within 72 hours.

**\*\*Before traveling to any location please call to verify they are providing fingerprinting services at this time.**



# FUTURE GUIDANCE

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- × <https://education.ohio.gov/getattachment/Topics/Teaching/Licensure/Apply-for-Certificate-License/Administrator-Licenses/CORE-User-Manual.pdf.aspx?lang=en-US>
- × Questions or Status of Application:  
[k.a.coffman@csuohio.edu](mailto:k.a.coffman@csuohio.edu)  
Dean Zac does not actually sign the applications

# CONGRATULATIONS!!!

**K** KEEP  
**E** EDUCATING  
**Y** YOURSELF



$$\frac{6}{7} + \frac{4}{7} - 1 = \frac{9}{7}$$
$$\frac{6+4-7}{7} = \frac{9}{7}$$

?

$$\frac{5}{12} + \frac{7}{12} + \frac{5}{12}$$
$$\frac{5+7+5}{12}$$

?

# CONNECTIONS

Current licensure



Employer Expectations  
State Policy



Your interests &  
skills





# CSU GRADUATE ENROLLMENT OPTIONS

STATE OF OHIO DEPARTMENT OF EDUCATION  
4 Year Resident Educator Early Childhood (P-3) License

KARIE A COFFMAN  
THIS LICENSE AWARDED TO

<u>OH1370903</u>	<u>07/17/2017</u>	<u>07/01/2017 to 06/30/2021</u>
EDUCATOR STATE ID	ISSUE DATE	EFFECTIVE DATES

The holder of this credential, having satisfactorily completed the requirements prescribed by the State Board of Education and the laws of Ohio, is authorized to teach the subject(s) or serve in the area(s) listed on this document for the period specified. The holder of this credential is responsible for being knowledgeable about current requirements for maintaining the credential.

Credentials

Paslo DeMaia  
Superintendent of Public Instruction

This official document was created by the Ohio Department of Education and represents a true copy of a legal educator license as referenced in Ohio Revised Code Section 3319.36.

Credential # 21433451

Employers may verify the Educator Profile on [edu](http://edu) ensuring that the unique number appearing on this credential records in Educator Profile record of educator credentials.

M.Ed.  
MASTER OF EDUCATION

Degree

# CSU GRADUATE ENROLLMENT OPTIONS

- × M.Ed & Endorsement
- × M.Ed & Second License
- × License/Endorsement Only
- × M.Ed
- × Ph.D.

# CSU GRADUATE ENROLLMENT OPTIONS

- × M.Ed. (30-40 hours)
- × Endorsements (12-21 hours)
- × Licenses (30-52 hours)



# LICENSE AND ENDORSEMENT ONLY

## ✘ Endorsements

- + Reading
- + TESOL
- + Computer/Technology
- + Gifted Intervention Specialist
- + Early Childhood Generalist (**add 4/5 with 3 classes in SU20**)

## ✘ Licenses

- + P-Five Education (PK-5)
- + Special Education (ECIS, MM, MI)
- + Principal (masters degree & 2 years teaching)
- + Inspired Leaders (masters degree & 2 years teaching)
- + Superintendent (masters degree & 2 years administrative exp)

# DEGREE AND ENDORSEMENT

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- ✘ Literacy Development-Reading
  - + Reading Endorsement (K-12)
- ✘ Literacy Development-TESOL
  - + TESOL Endorsement (K-12)
- ✘ Educational Technology
  - + Computer/Technology Endorsement (K-12)
- ✘ Gifted and Talented
  - + Gifted Intervention Specialist (K-12)

# DEGREE AND SECOND LICENSE

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- ✘ Educational Administration
  - + Principal Licensure
- ✘ School Counseling
  - + School Counselor
- ✘ Special Education
  - + Early Childhood Intervention Specialist, Mild/  
Moderate, Moderate/Intensive
- ✘ Early Childhood Education



# MASTER OF EDUCATION

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- × Educational Research and Assessment
- × **Curriculum and Instruction**
- × Advanced and Applied Teaching
- × Elementary
- × Secondary

# MASTER OF EDUCATION (NON-SCHOOL BASED)

- ✘ Adult Learning and Development
- ✘ Clinical Mental Health Education
- ✘ Sport Management
- ✘ Exercise Science
- ✘ Literacy Development- Adult Literacy
- ✘ Community Health Promotion

# ADMISSIONS (WAVIERS FOR COVID-19)

- ✘ Second License (ECE, Special Education)
  - + 3.0 GPA
  - + BCI/FBI background check (JH 170)-**waived for SP21**
- ✘ All other programs
  - + 2.75 GPA (degree earned within six years)
- ✘ Application (online CSU website)
- ✘ \$40.00 fee-**waived for SP21**



# GENERAL INFORMATION

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- ✘ Endorsement and licenses require OAE exams
- ✘ Admission into graduate programs occurs in fall, spring, summer

# DOCTORAL STUDIES

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- ✘ Cohort starts in fall semester
  - + Three years of classes (five for Counseling psy)
- ✘ Specializations
  - + Adult, Continuing, and Higher Education
  - + Counseling Psychology
  - + Learning and Development
  - + Nursing Education
  - + Policy Studies
  - + School Administration
  - + Teaching Chinese as a Foreign Language

# DOCTORAL STUDIES

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- ✘ Must submit complete application by the first Monday in February (by Jan 15<sup>th</sup> for Counseling Psychology applicants)
- ✘ Admission Materials
  - + On-line application to College of Graduate Studies
  - + Resume or CV
  - + Statement of Purpose
  - + Official transcripts
  - + Official Results of GRE
  - + Two letters of recommendation (three for Counseling PSY)
- ✘ Contact Dr. Julia Phillips at [j.c.phillips6@csuohio.edu](mailto:j.c.phillips6@csuohio.edu) for more information about the program and admission criteria