

**Change of address.**

- (A) Pursuant to section 3332.05 of the Revised Code, an application for approval of a proposed change of location or alteration of existing facilities involving building code changes must be filed with the board. The owner must show proof that all municipal, county, state, and federal regulations have been complied with (i.e., fire, building, sanitation code, etc.). A change of location will be approved if within a reasonable commuting distance of the former location or if currently enrolled students are not materially disadvantaged in the move. Failure to notify the board will subject the school to disciplinary action in accordance with section 3332.09 of the Revised Code.
- (B) Any school contemplating a change of address ~~should~~ must notify the board prior to the move and submit the appropriate fee in accordance with the board's fee schedule.
- (C) A completed facilities compliance statement and an approved site visit report for the new location must be filed with the board prior to executive director approval on the address change request.
- ~~(D) The state board may notify the state approving agency for veterans training and the appropriate accrediting agency, if applicable, of this address change.~~

Effective:

R.C. 119.032 review dates: 06/17/2011

---

Certification

---

Date

Promulgated Under: 119.03  
Statutory Authority: 3332.031  
Rule Amplifies: 3332.05  
Prior Effective Dates: 12/1/1970, 4/16/1990 (Emer.), 7/12/1990, 10/14/1994,  
6/1/2005.