

STATE OF OHIO
BOARD OF CAREER COLLEGES AND SCHOOLS
30 EAST BROAD STREET, SUITE 2481 COLUMBUS, OHIO 43215-3414
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TO: ALL SCHOOL OWNERS

RE: FACILITIES COMPLIANCE STATEMENT

A new school application, a new learning center application, or a request for approval of a change of location (or significant alteration of existing facilities) requires that you submit facilities compliance information to the State Board of Career Colleges and Schools.

1. Where certification is required on the application please be advised that you are certifying that your buildings have been approved by the proper approving authority.
2. You **will submit copies of these approvals** with your online application. If there is a delay in obtaining the fire inspection, certificate of occupancy, or other required document you may submit the application with a statement/explanation that you are awaiting issuance of the required approval and an estimate of when the approval is expected to be received. Please attach the statement/explanation to your online application in the same place where the official document would be attached.
3. All buildings where programs of instruction are being conducted must comply with all municipal, county, state, and federal regulations as to fire, safety, health and sanitation codes or regulations.
4. You may have to submit other forms of approval depending on your school. Keep in mind that this form has been designed to cover all kinds of school operations and not specifically tailored to your particular school program.
5. It is your responsibility to make certain that total compliance has been effectuated for your particular operation.
6. **All schools** will need to comply with the **fire and zoning regulations**.
7. Information and approval may be received by contacting the State Fire Marshall's Office, Inspection Division, 8895 East Main Street, Reynoldsburg, Ohio 43068 (website: www.com.ohio.gov/fire/) or your local fire department.

Failure to provide the necessary documentation will delay the review of your application and possible approval.