



Ohio Administrative Code

Rule 1301:5-1-23 Criminal records checks.

Effective: [March 28, 2025](#)

(A) Upon initial application, pursuant to section 4735.143 of the Revised Code or within ten days of the date of a request from the superintendent, an applicant or licensee shall submit fingerprints to the Ohio bureau of criminal identification and investigation [BCI&I] using a method authorized by BCI&I for a criminal records check pursuant to division (C)(4) of section 4735.05 of the Revised Code and submit the results to the division of real estate and professional licensing within thirty days of the date of the request. The applicant or licensee shall pay any required fee and direct that the results to be transmitted to the division of real estate and professional licensing.

(B) Failure to timely comply with the superintendent's request may be considered prima facie evidence of a violation by a licensee of division (A)(6) of section 4735.18 of the Revised Code or, in the case of an applicant for licensure, may constitute just cause for the superintendent to close the applicant's file and impose a forfeiture of any application fee pursuant to division (B) of sections 4735.06 and 4735.09 of the Revised Code.
