



## Ohio Administrative Code Rule 3901-5-06 Agent education fees.

Effective: November 14, 2024

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### (A) Purpose

The purpose of this rule is to establish the fees to be charged for certain services and transactions for the pre-licensing and the continuing education programs.

### (B) Authority

This rule is promulgated pursuant to authority vested in the superintendent under sections 3901.041, 3901.043 and 3905.481 to 3905.486 of the Revised Code.

### (C) All fees in this rule are non-refundable and non-transferable

### (D) Continuing education provider and course initial and renewal application fees

(1) Every continuing education provider will pay the fee established in paragraph (D)(2) of this rule. The fee is due with the submission of the provider application. Course fees, where applicable, will be submitted with the course application.

(2) The applicant will select one of the fee options listed below. If the status of the provider changes during the year and a different fee is due, the new fee will be in addition to the previous payments with no credit for the prior payments.

(a) Flat fee provider. The fee is one thousand dollars per year, which covers the provider application fee and course application fees for all course applications submitted during the calendar year.

(b) Individual fee provider. The fee is one hundred dollars for submission of the provider application, plus forty dollars for each course application.



(c) Limited fee provider. The fee is twenty-five dollars for submission of the provider application, plus twenty-five dollars for each course application. A provider electing this status is limited to offering no more than three courses of no more than three credit hours each, during the calendar year.

(E) Continuing education agent participation fee

(1) Provider's filing of course roster, listing of all licensees enrolled for continuing education credit one dollar per agent/per course approved credit hour.

(2) Licensee's filing of publication or author of written material continuing education credit one dollar per approved credit hour.

(F) Pre-licensing education provider, course and instructor initial and renewal application fees

(1) Provider application fee is one hundred dollars.

(2) Provider's course application fees:

(a) Fee for each course application is two hundred dollars.

(b) Fee for each subject matter category requested on the course application is twenty-five dollars.

(3) Instructor application fee is twenty-five dollars.

(G) Miscellaneous fees

Processing fee as a result of submitting any check, money order or other instrument which is returned to the superintendent for insufficient funds, account closed or for any other reason is thirty dollars. The superintendent can require a certified check from any agent or provider whose check has been dishonored.

(H) Severability



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If any portion of this rule or the application thereof to any person or circumstance is held invalid, the invalidity does not affect other provisions or applications of the rule or related rules which can be given effect without the invalid portion or application, and to this end the provisions of this rule are severable.