



Ohio Administrative Code Rule 4734-6-01 Application for licensure.

Effective: August 1, 2019

(A) Notwithstanding endorsement applicants as outlined in rule 4734-6-02 of the Administrative Code, each applicant for licensure to practice chiropractic in the state of Ohio shall submit satisfactory evidence of his or her qualifications as prescribed by section 4734.20 of the Revised Code. A complete application, including a non-refundable application fee in the amount of two hundred fifty dollars made payable to the treasurer, state of Ohio, and all required credentials, facts, and materials as the board requires must be filed with the board. Applications and fees are valid for one year from the initial application date.

(B) Each applicant shall submit to the board a detailed history of his or her chiropractic education to include locations, institutions and dates attended. Transcripts shall be sent directly from the institution or program.

(C) Each applicant who graduated from a doctor of chiropractic degree program on or after June 30, 2010 shall submit a transcript reflecting that he or she possesses a bachelor, masters, or doctorate degree from an institution accredited by a national accrediting agency recognized by the secretary of the United States department of education. Foreign educated applicants shall submit proof of the equivalent education. Transcripts shall be sent directly from each educational institution.

(D) Each applicant shall be responsible for submission of a national board of chiropractic examiners transcript as outlined in section 4734.20 of the Revised Code. The transcript shall be sent directly to the board office by the national board of chiropractic examiners.

(E) Each applicant shall be responsible for the submission of verification of licensure and good standing from all states in which a chiropractic license was ever issued. The verification shall be issued by the licensing authority and shall be valid for one hundred eighty days after receipt.

(F) Each applicant shall submit to a fingerprint criminal background check from the records maintained by the federal bureau of investigation and the bureau of criminal identification and



investigation in accordance with sections 4734.20 and 4734.202 of the Revised Code. Applicants shall be responsible for submitting properly executed fingerprints and the appropriate fees to the bureau of criminal investigation and identification. The criminal background check shall be completed no earlier than one hundred eighty days preceding application for licensure and shall be valid for one hundred eighty days after receipt.

(G) Each applicant shall submit with his or her application a passport type photograph taken within the preceding one hundred eighty days.

(H) Each applicant has an ongoing obligation to update and supplement all information provided to the board in writing within ten days of any change.

(I) Each applicant will be notified by the board as to his or her eligibility for the jurisprudence examination not later than ten days after board review.

(J) In the event an applicant fails to achieve a minimum score of seventy-five percent on the jurisprudence examination, the applicant shall be eligible to retake the examination without additional charge providing the credentials supplied have not expired as outlined in this rule.

(K) The board may refuse or deny an applicant for licensure if the applicant does not meet the licensure requirements as outlined in section 4734.20 of the Revised Code or has committed any act which indicates the applicant does not possess the character and fitness to practice chiropractic, including any act that would be grounds for disciplinary action as outlined in section 4734.31 of the Revised Code. The burden of proof is on the applicant to prove by clear and convincing evidence to the board that he or she meets the conditions for licensure.

(L) Any applicant that the board proposes to refuse or deny licensure shall be entitled to a hearing on the question of such proposed refusal or denial.