

APPLICATION FOR OHIO PRE-SERVICE SCHOOL BUS DRIVER TRAINING CERTIFICATION

INFORMATION MUST BE SUBMITTED THROUGH ODE'S WEB-BASED REPORTING SYSTEM IN ORDER TO BE VALID. SUBMISSION OF THIS REPORT WITHOUT REQUIRED SUPPORTING DOCUMENTATION ON FILE CONSTITUTES FALSIFICATION.

I. Driver's Name: _____ CDL No.: _____ District/Employer: _____
Address: _____ Date of Birth: _____ Address: _____
City _____ State _____ Zip _____ City _____ State _____ Zip _____
I have completed the required training pursuant to Ohio revised and administrative codes as required by the Ohio Department of Education.

II. NEW DRIVER REQUIREMENTS

To be completed by the OBI for new drivers, or those whose employment has been interrupted for a period of six or more years, or for a driver with an expired Pre-Service certificate.

1. Classroom hours with Ohio Pre-Service School Bus Driver Training
Instructor were attended at: _____ (Pre-Service class valid for
12 months from date of last day of class)
in the county of: _____
2. On-The-Bus Instruction and Driving Evaluation administered by
certified O.B.I. or Pre-Service Instructor
OBI Pre-Trip Score: _____ OBI Driving Evaluation Score: _____
OBI Signature _____
3. Issue Date of Commercial Driver's License from deputy registrar
_____/_____/_____.
4. In accordance with OAC 3301-83-10(A)(8), the Applicant was issued a
Temporary 45-day Certificate. As noted in Item 1, the classroom
portion of training was not completed prior to items 2 and 3.

III. RECERTIFICATION REQUIREMENTS

To be completed by the OBI for re-certifying drivers, or those whose employment has been interrupted for a period of more than two years, but less than six years, and hold a current Pre-Service certificate.

1. Classroom hours with Ohio Pre-Service School Bus Driver Training
Instructor were attended at: _____
in the county of: _____ (Recert class valid for 12 months from date of last day of class)
OR
2. Attended all sessions of the Ohio Advanced School Bus Driver Training
Program (24 months prior to expiration of certificate)
Location _____ Year _____
3. On-The-Bus Instruction and Driving Evaluation administered by
certified O.B.I. or Pre-Service Instructor
OBI Pre-Trip Score: _____ OBI Driving Evaluation Score _____
OBI Signature _____
OR
4. Competed in a Regional or State School Bus Safety ROAD-E-O and
scored 80% of the total possible points. (24 months prior to expiration of certificate).
ROAD-E-O Score _____ Regional/State _____ Year _____

IV. To be completed by the transportation administrator. In addition to the above requirements, the items listed below must be completed in accordance with Ohio Revised and Administrative Codes. Copies of the following documents are required to be on file at the bus owner's facility for a period of 6 years.

- 1. Satisfactory T-8 School Bus Driver Physical Examination.
2. Completed and received satisfactory BCI&I and FBI background checks
3. Satisfactory semi-annual BMV Driver Record Check
4. Satisfactory Drug-Alcohol test results and FMCSA Check Form
5. FMCSA Drug & Alcohol Clearinghouse Check
6. School Bus Driver training records
7. Evidence of training related to Drugs and Alcohol
8. Evidence of training related to Blood-borne Pathogens
9. In-service training records and Annual Driving Certificate

Transportation Administrator's Signature _____ Date _____

*It is recommended to check Office of Professional Conduct for any case against employee at https://casemgmt.education.ohio.gov/case/edu-conduct/public-search

