

CHARTERING OF A NONPUBLIC SCHOOL CHECKLIST

Activity	Date Completed
<input type="checkbox"/> Request the Tutorial via email or letter to the Department	
<input type="checkbox"/> Create an OH ID account and request access to the Chartered Nonpublic web application	
<input type="checkbox"/> Complete the survey in the chartering system	
<input type="checkbox"/> Finalize a location and establish a governing board	
<input type="checkbox"/> Submit the Affidavit of Intent Not to Discriminate and the Racial Nondiscriminatory Policies documents in the chartering system	
<input type="checkbox"/> Submit the Plan of Compliance and the following additional documentation: <ul style="list-style-type: none"> <input type="checkbox"/> Teacher/Staff Handbook <input type="checkbox"/> Student Handbook <input type="checkbox"/> School Calendar <input type="checkbox"/> Notarized Report of a Nonpublic School <input type="checkbox"/> Evidence of registration with the Ohio Secretary of State <input type="checkbox"/> Final Certificate of Occupancy Zoned for “E” <input type="checkbox"/> Fire and Environmental Health & Safety Inspections 	
<input type="checkbox"/> Site Visit #1	
<input type="checkbox"/> All staff credentialed for their role in the school	
<input type="checkbox"/> Site Visit #2	