Ohio Permit/Credential Guide

Select your assigned location below to be directed to the list of jobs, permit types, and IRN/Superintendent code to use. The table by location will help determine the required credential and/or permit by job:

- New Story Schools Athens
- New Story Schools Circleville
- New Story Schools Columbus/Dublin
- New Story Schools Independence
- New Story Schools Outreach
- New Story Schools Sandusky
- New Story Schools Toledo
- ABS Cincinnati
- ABS Dayton
- ABS West Chester/Mason
- TLS Canal Winchester
- TLS Central Worthington
- TLS Inclusion
- TLS Johnstown
- In-District Services (IDS)
  - Groveport
  - Hamilton

New Story Schools Athens

Job	Permit Type	IRN & Superintendent	Notes
Admin Asst	Enroll in Rapback	019882	Rapback only, no permit
Intervention Specialist	Intervention Specialist	019882	
Principal	Permanent Non-Tax or 5-Year Professional Principal License	019882	Please obtain the highest permit/credential you are qualified for
Teacher	Permanent Non-Tax, Teaching License (5-Year professional), Substitute Multi-Age Pk-12	019882	Please obtain the highest permit/credential you are qualified for
Teacher Support	Educational Aide 1 year or 4 year	019882	Please obtain the highest

			permit/credential you are qualified for

New Story Schools Circleville

Job	Permit Type	IRN & Superintendent	Notes
Admin Asst	Enroll in Rapback	019881	Rapback only, no permit
Assistant Principal	Permanent Non-Tax, Teaching License (5-Year professional)	019881	Please obtain the highest permit/credential you are qualified for
Behavior Analyst	Enroll in Rapback	019881	Must also have BCBA and COBA, no permit through OHID required
Counselor	5 Year Professional Pupil Services	019881	
Intervention Specialist	Intervention Specialist	019881	
Occupational Therapy Assistant	5 Year Associate N/A License	019881	Must also have professional licensure
Occupational Therapist	5 year Professional Pupil Services	019881	Must also have professional licensure
Principal	Permanent Non-Tax or 5 Year Professional Principal license	019881	Please obtain the highest permit/credential you are qualified for
Social Worker	5 year Professional Pupil Services	019881	Must also have professional licensure
Speech Therapist	5 year Professional Pupil Services	019881	Must also have professional licensure
Teacher	Permanent Non-Tax, Teaching License (5-Year professional), Substitute Multi-Age Pk-12, Intervention Specialist	019881	Please obtain the highest permit/credential you are qualified for
Teacher Support	Educational Aide 1 year or 4 year	019881	Please obtain the highest permit/credential you are qualified for

New Story Schools Columbus/Dublin

Job	Permit Type	IRN & Superintendent	Notes
Admin Asst	Enroll in Rapback	019884	Rapback only, no permit
Assistant Principal	Permanent Non-Tax, Teaching License (5-Year professional)	019884	Please obtain the highest permit/credential you are qualified for
Behavior Analyst	Enroll in Rapback	019884	Must also have BCBA and COBA, no permit through OHID required
Behavior Coach	Educational Aide or Permanent Non-Tax	019884	Please obtain the highest permit/credential you are qualified for
Counselor	5 Year Professional Pupil Services	019884	
Curriculum Specialist	Permanent Non-Tax, Teaching License (5-Year professional), Intervention Specialist	019884	Please obtain the highest permit/credential you are qualified for
Data Analyst	Enroll in Rapback	019884	Rapback only, no permit
Enrollment Coordinator	Enroll in Rapback	019884	Rapback only, no permit
Intervention Specialist	Intervention Specialist	019884	
Maintenance Technician	Enroll in Rapback	019884	Rapback only, no permit
Nurse	RN –5 year associate LPN –enroll in rapback	019884	Must also have professional licensure
Occupational Therapy Assistant	5 Year Associate N/A License	019884	Must also have professional licensure
Occupational Therapist	5 year Professional Pupil Services	019884	Must also have professional licensure
Office Manager	Enroll in Rapback	019884	Rapback only, no permit

Principal	Permanent Non-Tax or 5 Year Professional Principal license	019884	Please obtain the highest permit/credential you are qualified for
Social Worker	5 year Professional Pupil Services	019884	Must also have professional licensure
Speech Therapist	5 year Professional Pupil Services	019884	Must also have professional licensure
Teacher – Pre-K Classroom	Instructional Assistant or Intervention Specialist	021224	
Teacher – non-pre-k classroom	Permanent Non-Tax, Teaching License (5-Year professional), Substitute Multi-Age Pk-12, Intervention Specialist	019884	Please obtain the highest permit/credential you are qualified for
Teacher Support	Educational Aide 1 year or 4 year ***If working in pre-k class – must have 4-year permit*	019884 ***If working in pre-k class, use IRN 021224*	Please obtain the highest permit/credential you are qualified for
Transition Coordinator	Permanent Non-Tax	019884	

New Story Schools Independence

Job	Permit Type	IRN & Superintendent	Notes
Admin Asst	Enroll in Rapback	020357	Rapback only, no permit
Assistant Principal	Permanent Non-Tax, Teaching License (5-Year professional)	020357	Please obtain the highest permit/credential you are qualified for
Behavior Analyst	Enroll in Rapback	020357	Must also have BCBA and COBA, no permit through OHID required
Behavior Coach	Educational Aide or Permanent Non-Tax	020357	Please obtain the highest permit/credential you are qualified for

Counselor	5 Year Professional Pupil Services	020357	
Enrollment Coordinator	Enroll in Rapback	020357	Rapback only, no permit
Intervention Specialist	Intervention Specialist	020357	
Maintenance Technician	Enroll in Rapback	020357	Rapback only, no permit
Nurse	RN –5 year associate LPN –enroll in rapback	020357	Must also have professional licensure
Occupational Therapy Assistant	5 Year Associate N/A License	020357	Must also have professional licensure
Occupational Therapist	5 year Professional Pupil Services	020357	Must also have professional licensure
Office Manager	Enroll in Rapback	020357	Rapback only, no permit
Principal	Permanent Non-Tax or 5 Year Professional Principal license	020357	Please obtain the highest permit/credential you are qualified for
Social Worker	5 year Professional Pupil Services	020357	Must also have professional licensure
Speech Therapist	5 year Professional Pupil Services	020357	Must also have professional licensure
Teacher – Pre-K Classroom	Instructional Assistant or Intervention Specialist	021218	
Teacher – non-pre-k classroom	Permanent Non-Tax, Teaching License (5-Year professional), Substitute Multi-Age Pk-12, Intervention Specialist	020357	Please obtain the highest permit/credential you are qualified for
Teacher Support	Educational Aide 1 year or 4 year ***If working in pre-k class – must have 4-year permit*	020357 ***if working in pre-k class use IRN: 021218*	Please obtain the highest permit/credential you are qualified for
Transition Coordinator	Permanent Non-Tax	020357	

New Story Schools Outreach

Job	Permit Type	IRN & Superintendent	Notes
Outreach Consultant	Instructional Assistant	013799	
Psychologist	N/A – do not apply for permit	N/A – do not apply for permit	Must have professional licensure
Registered Behavior Technician	N/A - Only valid RBT through BACB is required	N/A – do not apply for permit	
Teacher	Substitute Multi-age PK-12, Instructional Assistant Permit, or Teaching License (5-Year professional), Substitute Multi-Age Pk-12	013799	Please obtain the highest permit/credential you are qualified for
Teacher Support	Instructional Assistant	013799	

New Story Schools Sandusky

Job	Permit Type	IRN & Superintendent	Notes
Admin Asst	Enroll in Rapback	019880	Rapback only, no permit
Assistant Principal	Permanent Non-Tax, Teaching License (5-Year professional)	019880	Please obtain the highest permit/credential you are qualified for
Behavior Analyst	Enroll in Rapback	019880	Must also have BCBA and COBA, no permit through OHID required
Behavior Coach	Educational Aide or Permanent Non-Tax	019880	Please obtain the highest permit/credential you are qualified for
Counselor	5 Year Professional Pupil Services	019880	
Enrollment Coordinator	Enroll in Rapback	019880	Rapback only, no permit

Intervention Specialist	Intervention Specialist	019880	
Maintenance Technician	Enroll in Rapback	019880	Rapback only, no permit
Nurse	RN –5 year associate LPN –enroll in rapback	019880	Must also have professional licensure
Occupational Therapy Assistant	5 Year Associate N/A License	019880	Must also have professional licensure
Occupational Therapist	5 year Professional Pupil Services	019880	Must also have professional licensure
Office Manager	Enroll in Rapback	019880	Rapback only, no permit
Principal	Permanent Non-Tax or 5 Year Professional Principal license	019880	Please obtain the highest permit/credential you are qualified for
Social Worker	5 year Professional Pupil Services	019880	Must also have professional licensure
Speech Therapist	5 year Professional Pupil Services	019880	Must also have professional licensure
Teacher – Pre-K Classroom	Instructional Assistant or Intervention Specialist	021227	
Teacher – non-pre-k classroom	Permanent Non-Tax, Teaching License (5-Year professional), Substitute Multi-Age Pk-12, Intervention Specialist	019880	Please obtain the highest permit/credential you are qualified for
Teacher Support	Educational Aide 1 year or 4 year ***If working in pre-k class – must have 4-year permit*	019880 ***if working in pre-k class use IRN: 021227*	Please obtain the highest permit/credential you are qualified for
Transition Coordinator	Permanent Non-Tax	019880	

New Story Schools Toledo

Job	Permit Type	IRN & Superintendent	Notes
Admin Asst	Enroll in Rapback	022456	Rapback only, no permit
Assistant Principal	Permanent Non-Tax, Teaching License (5-Year professional)	022456	Please obtain the highest permit/credential you are qualified for
Behavior Analyst	Enroll in Rapback	022456	Must also have BCBA and COBA, no permit through OHID required
Behavior Coach	Educational Aide or Permanent Non-Tax	022456	Please obtain the highest permit/credential you are qualified for
Counselor	5 Year Professional Pupil Services	022456	
Enrollment Coordinator	Enroll in Rapback	022456	Rapback only, no permit
Intervention Specialist	Intervention Specialist	022456	
Maintenance Technician	Enroll in Rapback	022456	Rapback only, no permit
Nurse	RN –5 year associate LPN –enroll in rapback	022456	Must also have professional licensure
Occupational Therapy Assistant	5 Year Associate N/A License	022456	Must also have professional licensure
Occupational Therapist	5 year Professional Pupil Services	022456	Must also have professional licensure
Office Manager	Enroll in Rapback	022456	Rapback only, no permit
Principal	Permanent Non-Tax or 5 Year Professional Principal license	022456	Please obtain the highest permit/credential you are qualified for
Social Worker	5 year Professional Pupil Services	022456	Must also have professional licensure

Speech Therapist	5 year Professional Pupil Services	022456	Must also have professional licensure
Teacher	Permanent Non-Tax, Teaching License (5-Year professional), Substitute Multi-Age Pk-12, Intervention Specialist	022456	Please obtain the highest permit/credential you are qualified for
Teacher Support	Educational Aide 1 year or 4 year	022456	Please obtain the highest permit/credential you are qualified for
Transition Coordinator	Permanent Non-Tax	022456	

ABS Cincinnati

Job	**Permit Type**	**IRN & Superintendent**	**Notes**
Admin Asst	Enroll in Rapback	022216	Rapback only, no permit
Behavior Technician *(Not RBT)*	Educational Aide	022216	
Clinic Manager	Instructional Assistant	022216	
Clinical Supervisor	Enroll in Rapback	022216	Must also have BCBA and COBA, no permit through OHID required
Lead Behavior Technician	Educational Aide	022216	
Maintenance	Enroll in Rapback	022216	Rapback only, no permit
Registered Behavior Technician (RBT)	Educational Aide	022216	Must also have RBT through BACB

ABS Dayton

Job	Permit Type	IRN & Superintendent	Notes
Admin Asst	Enroll in Rapback	022199	Rapback only, no permit
Behavior Technician *(Not RBT)*	Educational Aide	022199	
Clinic Manager	Instructional Assistant	013207	
Clinical Supervisor	Enroll in Rapback	022199	Must also have BCBA and COBA, no permit through OHID required
Lead Behavior Technician	Educational Aide	022199	
Maintenance	Enroll in Rapback	022199	Rapback only, no permit
Registered Behavior Technician (RBT)	Educational Aide	022199	Must also have RBT through BACB

ABS West Chester/Mason

Job	Permit Type	IRN & Superintendent	Notes
Admin Asst	Enroll in Rapback	022216	Rapback only, no permit
Behavior Technician *(Not RBT)*	Instructional Assistant	015012	
Clinic Manager	Instructional Assistant	015012	
Clinical Supervisor	Enroll in Rapback	022216	Must also have BCBA and COBA, no permit through OHID required
Lead Behavior Technician	Instructional Assistant	015012	
Maintenance	Enroll in Rapback	022216	Rapback only, no permit

Registered Behavior Technician (RBT)	OHID account only, create account do not apply for permit	015012	Must also have RBT through BACB

TLS Canal Winchester

Job	Permit Type	IRN & Superintendent	Notes
Admin Asst	Enroll in Rapback	017487	Rapback only, no permit
Behavior Analyst	Enroll in Rapback	017487	Must also have BCBA and COBA, no permit through OHID required
Curriculum Specialist	Permanent Non-Tax, Teaching License (5-Year professional), Intervention Specialist	017487	Please obtain the highest permit/credential you are qualified for
Custodian	Enroll in Rapback	017487	Rapback only, no permit
Director-Other School	Permanent Non-Tax	017487	
Director-School	Permanent Non-Tax	017487	
Inclusion Supervisor	Instructional Assistant or 4-year Educational Aide	017487	Please obtain the highest permit/credential you are qualified for
Intervention Specialist	Intervention Specialist	017487	
Lead Teacher	Permanent Non-Tax	017487	
Music Therapist	Enroll in Rapback	017487	Must also have professional licensure
Occupational Therapy Assistant	5 Year Associate N/A License	017487	Must also have professional licensure
Occupational Therapist	5 year Professional Pupil Services	017487	Must also have professional licensure
Paraprofessional	Educational Aide	017487	
Social Worker	5 year Professional Pupil Services	017487	Must also have professional licensure
Speech Therapist	5 year Professional Pupil Services	017487	Must also have professional licensure

Teacher – Pre-K Classroom	Instructional Assistant	013922	
Teacher – non-pre-k classroom	Permanent Non-Tax, Teaching License (5-Year professional), Substitute Multi-Age Pk-12, Intervention Specialist	017487	Please obtain the highest permit/credential you are qualified for
Teacher Support	Educational Aide 1 year or 4 year ***If working in pre-k class – must have 4-year permit*	017487 ***If working in pre-k class – use IRN* 013922	Please obtain the highest permit/credential you are qualified for
Transition Coordinator	Permanent Non-Tax, Teaching license, or Intervention Specialist	017487	

TLS Central Worthington

Job	**Permit Type**	**IRN & Superintendent**	**Notes**
Admin Asst	Enroll in Rapback	017232	Rapback only, no permit
Curriculum Specialist	Permanent Non-Tax, Teaching License (5-Year professional), Intervention Specialist	017232	Please obtain the highest permit/credential you are qualified for
Custodian	Enroll in Rapback	017232	Rapback only, no permit
Director-Other School	Permanent Non-Tax	017232	
Director-School	Permanent Non-Tax	017232	
Intervention Specialist	Intervention Specialist	017232	
Occupational Therapy Assistant	5 Year Associate N/A License	017232	Must also have professional licensure
Occupational Therapist	5 year Professional Pupil Services	017232	Must also have professional licensure
Paraprofessional	Educational Aide 1 year or 4 year	017232	Please obtain the highest

	***If working in pre-k class – must have 4-year permit*	***If working in pre-k class – use IRN* 010507	permit/credential you are qualified for
Social Worker	5 year Professional Pupil Services	017232	Must also have professional licensure
Speech Therapist	5 year Professional Pupil Services	017232	Must also have professional licensure
Teacher – Pre-K Classroom	Instructional Assistant	017232	
Teacher – non-pre-k classroom	Permanent Non-Tax, Teaching License (5-Year professional), Substitute Multi-Age Pk-12, Intervention Specialist	010507	Please obtain the highest permit/credential you are qualified for
Transition Coordinator	Permanent Non-Tax, Teaching license, or Intervention Specialist	017232	

TLS Inclusion

Job	**Permit Type**	**IRN & Superintendent**	**Notes**
Intervention Specialist	Intervention Specialist	010507	
Special Education Supervisor	Permanent Non-Tax, Teaching License (5-Year professional), Substitute Multi-Age Pk-12, Intervention Specialist	010507	Please obtain the highest permit/credential you are qualified for
Paraprofessional	Educational Aide 1 year or 4 year ***If working in pre-k class – must have 4-year permit*	010507	Please obtain the highest permit/credential you are qualified for
Transition Coordinator	Permanent Non-Tax, Teaching license, or Intervention Specialist	010507	

TLS Johnstown

Job	Permit Type	IRN & Superintendent	Notes
Admin Asst	Enroll in Rapback	017488	Rapback only, no permit
Curriculum Specialist	Permanent Non-Tax, Teaching License (5-Year professional), Intervention Specialist	017488	Please obtain the highest permit/credential you are qualified for
Custodian	Enroll in Rapback	017488	Rapback only, no permit
Director-Other School	Permanent Non-Tax	017488	
Director-School	Permanent Non-Tax	017488	
Intervention Specialist	Intervention Specialist	017488	
Occupational Therapy Assistant	5 Year Associate N/A License	017488	Must also have professional licensure
Occupational Therapist	5 year Professional Pupil Services	017488	Must also have professional licensure
Paraprofessional	Educational Aide 1 year or 4 year ***If working in pre-k class – must have 4-year permit*	017488 ***If working in pre-k class – use IRN* 017174	Please obtain the highest permit/credential you are qualified for
Social Worker	5 year Professional Pupil Services	017488	Must also have professional licensure
Speech Therapist	5 year Professional Pupil Services	017488	Must also have professional licensure
Teacher – **Pre-K** Classroom	Instructional Assistant	017174	
Teacher – non-pre-k classroom	Permanent Non-Tax, Teaching License (5-Year professional), Substitute Multi-Age Pk-12, Intervention Specialist	017488	Please obtain the highest permit/credential you are qualified for
Transition Coordinator	Permanent Non-Tax, Teaching license, or Intervention Specialist	017488	

In-District Services (IDS)

Job	Permit Type	IRN & Superintendent	Notes
Intervention Specialist	Intervention Specialist, alternative Resident Educator Intervention Specialist, or Resident Educator Intervention Specialist	N/A	
Registered Behavior Technician	N/A	N/A	Active RBT through BACB only