



Department of Commerce

Division of Real Estate
& Professional Licensing

Mike DeWine, Governor
Jon Husted, Lt. Governor

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Attention Home Inspectors!

For those who wish to obtain an Ohio Home Inspector License, applications are now available on the Division's website. The application can be found here:

https://www.com.ohio.gov/documents/real_HILicenseApplication_v1_2.pdf

If you are a licensed home inspector in another state with requirements that are substantially similar to or exceed those in Ohio, the corresponding application can be found here:

https://www.com.ohio.gov/documents/real_HIOutOfStateLicenseApplication_v1_1.pdf

FAQ's for Ohio Home Inspector Licensing

1. **Q: When can I submit a completed application to the Division?**

A: The Division will begin accepting and reviewing completed applications on **Monday, April 26, 2021**. It is strongly recommended you submit a completed license application to the Division as soon as you can once you have satisfied all pre-licensing requirements.

2. **Q: How do I submit a completed application to the Division?**

A: Completed applications, including the application fee (\$250) and education certificates must be mailed to:

Division of Real Estate & Professional Licensing
77 South High Street, 20th Floor
Columbus, Ohio 43215

3. **Q: When should I complete a criminal background check?**

A: To obtain an Ohio home inspector license, you will need to submit to a State of Ohio and a national (FBI) criminal background check. These are two separate checks. You should complete this requirement only after you have mailed your application to the Division. Additional information regarding criminal background checks can be found with the application.

4. **Q: How long will the application process take?**

A: The time to process the application is typically dependent on the Division receiving the criminal background check results. The Ohio Bureau of Criminal Investigation (BCI) typically provides the results to the Division within 30 days of BCI's receipt of your fingerprints. However, the Division has seen longer times, especially when applicants have not followed corresponding instructions with the application or have past criminal history. Please make sure you carefully follow the additional background check information in the application.

5. **Q: How do I complete a criminal background check if I am not located in Ohio?**

A: Out of state applicants should carefully review the following link
<https://www.ohioattorneygeneral.gov/FAQ/Background-Check-FAQs.aspx> (frequently asked

questions) or contact BCI at (877) 224-0043 or P.O. Box 365 London, Ohio 43140 for additional information.

6. Q: What are the fees for a background check?

A: Contact the Webcheck® provider for criminal background checks fees. This fee is paid directly to the Webcheck® provider and set by BCI.

7. Q: Where can I find the requirements to obtain an Ohio initial home inspector license?

A: The requirements can be found in Ohio Revised Code Section 4764.07(D) - <http://codes.ohio.gov/orc/4764.07v1>.

8. Q: How many hours of qualifying education do I need to complete?

A: You will need to complete at least 80 hours of qualifying education that is in compliance with the Board's rule 1301:17-1-07 - <http://codes.ohio.gov/oac/1301:17-1-07v1>. Education providers should provide you with a certificate upon successful completion of the offering. A copy of that certificate must be included with your application.

9. Q: Does the Division publish a list of approved qualifying education providers?

A: Yes. The Division publishes a list on its website of approved providers on its website - https://www.com.ohio.gov/documents/REAL_ApprovedQualifyingEducationProvidersandCoursesforHomeInspectors.pdf. This list is updated regularly as education provider successfully complete the application process.

10. Q: What if I've completed qualifying education at a provider who's not on the approved list?

A: You can still submit an initial license application with the Division. After receiving your application, the Division will follow up with you regarding your qualifying education. You should expect longer processing times for your application.

11. Q: Which home inspector examination do I need to complete?

A: You will need to successfully complete the National Home Inspector Examination (NHIE). You will need to register for the exam through NHIE here: [Register for the Exam - National Home Inspector Examination](#). You should receive a certificate from the exam vendor showing you have successfully completed the NHIE exam. A copy of that certificate must accompany your application.

12. Q: What kind of experience do I need to obtain for a home inspector license?

A: There are two kinds of experience and you will only need to obtain one type of experience. You will obtain either ten (10) parallel inspections OR you will need to complete a curriculum of experience AND a peer review.

13. Q: What are the requirements for a parallel inspection?

A: The requirements for a parallel inspection can be found in the corresponding Board rule - <https://www.com.ohio.gov/documents/1301.17.1.14-ParallelInspection.pdf>

14. Q: What is a curriculum of experience?

A: The requirements for curriculum of experience can be found in the corresponding Board rule - <https://www.com.ohio.gov/documents/1301.17.1.13-CurriculumofExperience.pdf>

15. What is a peer review?

A: A peer review can be found in the following rule - <https://www.com.ohio.gov/documents/1301.17.1.15-PeerReview.pdf>. Please note, for an Ohio licensed home inspector to serve as a peer reviewer that licensed home inspector must receive the Ohio Home Inspector Board's approval **PRIOR** to the submission of an individual's license application to the Division - see 1301:17-1-13(C) - <https://www.com.ohio.gov/documents/1301.17.1.15-PeerReview.pdf>.

16. The curriculum of experience rule states applicants may obtain interactive experience under the direction of a Board approved instructor. Who offers this?

A: The Division publishes a list of approved interactive curriculum of experience providers in the following link under the title "Curriculum of Experience" - https://www.com.ohio.gov/documents/REAL_ApprovedQualifyingEducationProvidersandCoursesforHomeInspectors.pdf

17. Q. Do I need to obtain insurance even though I am only submitting an application for licensure?

A. Yes. You need to submit with your application a certificate of insurance from your insurance carrier that satisfies the requirements found in Ohio Revised Code Section 4764.11(A) - <http://codes.ohio.gov/orc/4764.11v1>.

18. Where can I find the Ohio Home Inspector's Standards of Practice and Canons of Ethics?

Click <http://codes.ohio.gov/oac/1301:17-1-17v1> to review the Ohio Home Inspector's Standard of Practice rule.

Click <http://codes.ohio.gov/oac/1301:17-1-16v1> to review the Ohio Home Inspector's Canons of Ethics rule.

19. Q: Is the Division going to be offering the grandfathered license?

A: The Division may only offer the grandfathered license through a law enacted by the Ohio Legislature. No such law has been enacted by the Legislature.

20. Q: May I conduct home inspections without a license?

A: You can currently conduct home inspections without a license. However, you will need to have a home inspector license by on July 1, 2021 to conduct home inspections in Ohio.

21. Q: How do I contact the Division if I have any questions?

A: The best way to reach the Division is to send an email to: COMRealEstateOHIB@com.state.oh.us.