

4703-1-03

**Certificates.**

(A) Certificates of qualification.

- (1) A person registered by the board under section 4703.07 or 4703.08 of the Revised Code, will upon payment of the fee required in rule 4703-1-04 of the Administrative Code, receive a certificate as provided under section 4703.10 of the Revised Code.
- (2) Only one [paper](#) certificate of qualification shall be issued to a registered architect. In the event a [paper](#) certificate is damaged, the board will issue a duplicate certificate upon the payment of the fee required in rule 4703-1-04 of the Administrative Code and the return of the damaged certificate. If a certificate is lost or destroyed, the board will issue a duplicate certificate upon the filing of a notarized affidavit stating the certificate was lost or destroyed and the payment of the fee required in rule 4703-1-04 of the Administrative Code.

(B) Expired certificates of qualification.

A certificate of qualification, unless renewed, expires on the last day of December of the current renewal period. A certificate which has expired may be renewed within the current renewal period by completing the [online](#) renewal application ~~form~~ and returning it to the board with the renewal fee as required in rule 4703-1-04 of the Administrative Code, proof of completion of the continuing education requirement, and the required penalty fee. An application for the restoration of a certificate, which has been expired beyond the current renewal period, shall be accompanied by a brief outline setting forth the professional activities of the applicant during the period in which the applicant was not licensed, the required fees and penalties and proof of completion of the continuing education requirement. The applicant may be required to appear before the board in consideration of the application. If the board proposes to deny restoration of the applicant's certificate of qualification, the applicant will be given the opportunity for a hearing under the provisions of Chapter 119. of the Revised Code.