

**\*\*\*DRAFT - NOT FOR FILING\*\*\***

**4765-8-17 Voluntary surrender or change in level of certificate to practice.**

- (A) A holder of a certificate to practice may voluntarily surrender the holder's certificate by submitting it to the division.
  - (1) Such surrender shall be in writing and accompanied by the holder's certificate to practice;
  - (2) Such surrender is subject to board approval;
  - (3) The board may not accept a surrender of a certificate to practice if the certificate holder is under investigation by the division;
  - (4) A surrender approved by the board becomes effective upon the date of such board approval.
- (B) An individual who surrendered his/her certificate pursuant to paragraph (A) of this rule and subsequently wishes to be reinstated must comply with the reinstatement provisions set forth in rule 4765-8-18 of the Administrative Code.
- (C) No person shall hold a certificate to practice at more than one level.
- (D) An applicant may drop back to a lower level of certification during a certification cycle or at the time of renewal.
  - (1) If an applicant drops back, the original certificate shall become invalid upon the issuance date of the new certificate to practice. The new certificate to practice shall have the same expiration date as that of the original certificate.
  - (2) A request to drop back during a certification cycle must be in writing, notarized, and submitted to the division.
  - (3) If an applicant drops back at the time of renewal, the new certificate to practice shall become effective upon the expiration date of the original certificate. The new certificate to practice shall be issued in accordance with the certification cycles set forth in rule 4765-8-06 of the Administrative Code.
- (E) If an applicant who dropped back wishes to reinstate at a higher level previously held during a certification cycle, the applicant must meet the requirements set forth in rule 4765-8-18 of the Administrative Code.

The applicant's certificate to practice at a lower level shall become invalid upon the issuance date of the certificate to practice at a higher level. The new certificate to practice shall be issued in accordance with the certification cycles set forth in rule 4765-8-06 of the Administrative Code.