

**Applying for inactive licensure status and temporary work permit.**

- (A) A licensee may apply to the board to have a practicing license, advanced practice license, or instructor license classified inactive pursuant to section 4713.61 of the Revised Code.
- (B) When placing a license in an inactive status, a licensee shall pay the fee required under division (N) of rule 4713-1-17 of the Administrative Code.
- (C) A license placed inactive is not permitted to be restored to active status until the later of the following:
  - (1) The date the person holding the inactive license submits proof of completing the continuing education requirements for the license held pursuant to rule 4713-21-03 of the Administrative Code for each renewal period that elapsed since the license was initially classified inactive, up to a maximum of twenty-four hours of continuing education.
  - (2) The last day of January of the next odd-numbered year following the year the person had their license classified as inactive.
- (D) A licensee who would like to have an inactive license restored to active status shall complete a license renewal application, submit proof of completing any continuing education hours required for each renewal period that elapsed since the license was initially classified inactive, up to a maximum of twenty-four hours of continuing education, and pay the applicable non-refundable renewal fee.
- (E) An individual who is ineligible to restore their inactive license to active status, but who desires to practice cosmetology or a branch of cosmetology under the license classified as inactive during the period the license is classified as inactive may apply for a temporary work permit on the electronic or paper application adopted by the board. A temporary work permit shall be valid until the last day of January of the next odd-numbered year. Upon the expiration of the temporary work permit, an individual shall restore their practicing license, advanced practice license, or instructor license in accordance with division (D) of this rule. If an individual does not restore their practicing license, advanced practice license, or instructor license following the issuance of a temporary work permit the license status shall be changed to "expired."