

How to Apply for an Ohio Administrator Credential

1. Create a profile in the Ohio Professional Registry
<https://registry.occrra.org/user/register>
2. In the Training tab – upload the [CKC Self-Assessment](#)
3. When the required trainings for the credential level are verified, send the [Ohio Administrator Credential payment form](#) to:

OCCRRA
2760 Airport Dr 160
Columbus OH 43219

4. The OPR will wait up to 2 weeks for the check to clear prior to issuing the Ohio Administrator Credential.