



September 2020

This letter confirms that [REDACTED] completed the **ODE Approved First Aid course** hosted by OhioHealth Sports Medicine (Program Number 011776-110) on **Monday, September 28, 2020**. This course satisfies the ODE requirement for First Aid and is valid for 3 years.

This is not a Pupil Activity Permit (it only verifies completion of the First Aid component); you must complete your application for a Pupil Activity Permit online through the Ohio Department of Education.

To apply for your Pupil Activity Permit you will need to follow the following steps:

1. Sign into your OH-ID account
 - If you do not have an OH-ID account, you can apply at <https://safe.ode.state.oh.us/portal/>
2. Complete your application online in the CORE system.
 - For help with the application please review the ODE CORE Applicant User Manual that is on the ODE website.
 - You can find the applicant manual at <http://education.ohio.gov/Topics/Teaching/Licensure/Audiences/Coaching-Permits>

If you have any further questions regarding online PAP application, contact the Office of Educator Licensure at the Ohio Department of Education.

Amy Harrison, AT
Education Coordinator
OhioHealth Sports Medicine
Amy.harrison@ohiohealth.com