

SCHOOL TREASURER LICENSURE (PM)

SCHOOL TREASURER LICENSE

An individual may apply for a school treasurer license after meeting the following conditions:

Have a baccalaureate degree in business

OR

Have a baccalaureate degree in a non-business area and take nine semester hours of accounting

Complete the following courses:

Code	Title	Hours
EDF 621	Legal/Ethical Issues in Educ	3
EDF 709	School Fin for Sch Adm & Treas ¹	3
EDF 715	Internship School Treasurer	3
Total Hours		9

¹ It is possible to utilize two years of significant, global fiscal officer responsibility in an organized setting. This experience must be at the level of chief or assistant (deputy) fiscal officer, and must be representative of the broad functions, and areas of responsibility **must include at least four (4) of the following:**

- Accounting and financial reporting
- Forecasting and planning
- Budgeting and appropriations
- Cash and asset management
- Finance and investments
- Supervision of payroll procedures
- Compliance functions including tax payments and filings
- Office management
- Taken from the Ohio Department of Education: School Treasurer License