



PO Box 30844
Gahanna, OH 43230
Phone 614-478-9300
Fax 614-478-9304
Email: osbma@osbma.org
www.osbma.org

Ohio School Bus Mechanics Association
"Promoting Safe & Efficient Pupil Transportation in Ohio"

OHIO SCHOOL BUS MECHANICS ASSOCIATION

All school bus mechanics in Ohio are invited to attend!

This workshop will be held virtually.

The link to the online workshop will be emailed the day before the session.

Attending this workshop will help meet in-service requirements for school bus mechanics.

Return your registration form and payment (or purchase order) by April 4, 2025.

You will receive a **Confirmation & Admission Ticket**, which will confirm your registration and be your receipt of payment.

INSERVICE TRAINING REQUIREMENT

The Ohio School Bus Mechanics Association provides each registrant with a Certificate of Achievement that serves as your permanent record of participation. This certificate is suitable for framing or can be placed in your personnel file to show that you have fulfilled the yearly in-service training requirements of section 3301-83-10 of the Ohio Pupil Transportation Operation & Safety Rules.

Wednesday, April 9, 2025

SAFETY DOCUMENTATION

10:00am-noon

- **Documentation required for school bus mechanic work**
- **Ohio Administrative Code 3301-83-11—Records and Reports**
- **Ohio Administrative Code 3301-83-14—School Bus Inspections**
- **Spot and Annual School Bus Inspections**
- **Documentation required for bus accidents or fatality on the school bus**

Presented by:

OHIO DEPARTMENT OF EDUCATION AND WORKFORCE

Heather Free, Ohio Department of Education and Workforce

OHIO HIGHWAY SAFETY PATROL

Trooper Sarah Mitchell, Ohio Highway Safety Patrol



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**OHIO SCHOOL BUS MECHANICS ASSOCIATION
 VIRTUAL SPRING WORKSHOP
 WEDNESDAY, APRIL 9, 2025**

REGISTRATION FORM

Name	School District	County
Home Address	Home Phone	
Home Address (continued)	Work Phone	
Email Address	Cell Phone	




Are you a CURRENT MEMBER of the OHIO SCHOOL BUS MECHANICS ASSOCIATION?

YES, membership number: I'm sending \$30.00 for workshop registration. **\$30**

NO, but I wish to renew or become a new member.
 I'm sending \$40.00 for annual membership & \$30.00 for workshop registration. **\$70**

NO. I do not wish to be a member.
 I'm sending \$80.00 for workshop registration. **\$80**

***Registration and payment or purchase order must be received by mail, fax or email by April 4, 2025.**

Check # <i>if applicable</i>	If paying by credit card: <input type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/> 			3-digit security code:
PO # <i>if applicable</i>	Credit Card # <i>if applicable</i>	Expiration date <i>MM/YYYY</i>	Billing Zip Code <i>zip code</i>	
Name on card:				

April 9 SAFETY DOCUMENTATION

Return the registration form and payment by April 4, 2025. School districts using purchase orders are responsible for paying the registration fee even if their mechanic does not attend (*see cancellations below).

Checks payable to: **OHIO SCHOOL BUS MECHANICS ASSOCIATION**

1. Mail form with a purchase order, check, money order or credit card information.
2. Email form with a purchase order or credit card information to osbma@osbma.org.
3. Fax form with a purchase order or credit card information to 614-478-9304.
4. The link and instructions for the virtual workshop will be emailed to registered attendees the day before the session.

Complete the registration form and return it with payment by April 4, 2025. You will receive a Confirmation and Admission Ticket which serves as your receipt of payment.

Cancellations received up to five working days before the workshop are refundable, minus a \$10.00 registration service charge. After that, cancellations are subject to the entire workshop registration fee, which may be applied toward future workshops.

Substitutions may be made, however, any additional fees due membership status must be paid at or prior to the workshop.