



# CERTIFICATE OF QUALIFICATION

## EMPLOYERS

The CQE is a certificate granted by the Common Pleas Court that removes obstacles to employment for individuals with a prior criminal conviction

## CQE FOR EMPLOYMENT

## EMPLOYER BENEFITS



**OHIO WORK OPPORTUNITY  
TAX CREDIT**



**FEDERAL BONDING**



**PROVIDE LEGAL  
PROTECTION FROM  
NEGLIGENT HIRING  
LAWSUITS FOR EMPLOYERS  
WHO KNOWINGLY HIRE CQE  
HOLDERS**

*see Ohio Revised Code Section 2953.25*



**ALLOW EMPLOYERS OR  
LICENSING AGENCIES  
DISCRETION TO  
INDIVIDUALLY ASSESS AN  
APPLICANT'S SUITABILITY TO  
HIRE**

## WHO GRANTS THE CQE?

The decision to issue a CQE is determined by the Court of Common Pleas in the county where the petitioner currently resides.

- Petitioners must complete a 15 page petition that includes: prior convictions prior employment, rehabilitation rationale, professional and personal references.
- CQE petitions are thoroughly reviewed by staff at the Ohio Department of Rehabilitation and Correction, Court of Common Pleas and input from prosecutors and multiple judges.
- Employers can request the individual printout from the applicant and check the validity of a CQE by contacting the Office of Reentry at:  
[drc.officeofreentry@odrc.state.oh.us](mailto:drc.officeofreentry@odrc.state.oh.us)