Ohio

#### **eLicense Ohio Portal Registration**

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**Technical Assistance** – Technical assistance is available Monday through Friday 8:00 AM to 5:00 PM ET for registration, logging in and navigation. Call (855) 405–5514 to speak with a technical support representative. Please note that technical support representatives cannot answer questions about licensing.

**Non-Technical Assistance** – Check your licensing Board's website or contact your licensing Board directly for non-technical and licensing related questions.



#### Create New Account - I Have a License (or Application) Initial Registration

- 1. Navigate to <u>https://elicense.ohio.gov</u>.
- 2. Click the **LOGIN / CREATE YOUR ACCOUNT** button in the center of the screen or the **LOG IN** link at the top- right corner of the page.

eLicense Ohio Professional Licensure		HOME	LICENSE LOOK-U
WIELCO Prof for t	Fessional Licensure he State of Ohio		
Verify a License	INDIVIDUAL BUSINESS	•	
To verify a license, select Individual or Business, enter search criteria and click	First Name	License Nur Board Name	nber



#### 3. Click the I HAVE A LICENSE button.

Existing Users	New Users
Login	Create a New eLicense.Ohio.Gov Account
Email	You must create a new eLicense.Ohio.Gov account before applying for or renewing a license. Read the options below carefully before creating your account. See the registration guide for more information.
Password	If you hold a license or have previously applied for a license or certificate in Ohio and do not have an eLicense.ohio.gov account, please select "I Have A License". While registering you will need to exter the count's code provided by your licensing back
Show Password	I HAVE A LICENSE
Forgot Password? Forgot Login Email?	If you do not hold a license or have not previously applied for a license or certificate in Ohio, please select "I Don't Have a License".
<ul> <li>Your eLicense session will end after 30 minutes of inactivity.</li> <li>The eLicense application can only be open and active in one</li> </ul>	I DON'T HAVE A LICENSE
<ul> <li>browser session at a time.</li> <li>For best results, access the eLicense application from a desktop or laptop device using the latest version of Google Chrome or</li> </ul>	If you are creating an account for the purposes of applying for or managing a license with the Casino Control Commission, please click "Licenses Associated with Casino Control Commission"
Mozilla Firefox browser.	LICENSES ASSOCIATED WITH CASINO CONTROL COMMISSION
	If you are creating an account for the purposes of representing a client before the State Medical Board of Ohio, please select "Counsel Associated with Medical Board Matter" button.
	COUNSEL ASSOCIATED WITH MEDICAL BOARD MATTER



4. Complete the form with the appropriate information including your security code that should have been provided to you by your licensing board, click on and complete the reCAPTCHA option, and click the SUBMIT button.

Create a new eLicense.Ohio.Gov account associated with your existing Ohio professional licenses. In the event you do not have the required security	Social Security Number
code, click the 'Obtain Security Code' button.	* Security Code
Your social security number is required for accurate identification under federal and state child support enforcement law	* Deta of Didh
(42 U.S.C. §666 and §3123.50, O.R.C.) Need help registering? Click here	
Passwords must be at least <b>10</b> characters long. Passwords cannot be longer than 50 characters.	* Ianiarchuvisa@gmail.com
Password must contain: 1 uppercase letter (A-Z) 1 lowercase letter (a-z)	Pressword     Confirm Password
1 special character (.,!"*\$%[]&#@<>?)</td><td>Show Password</td></tr><tr><td>Passwords expire after <b>1 year.</b></td><td>Password must contain: O More than 10 Characters</td></tr><tr><td>Password must NOT contain your First Name, Last Name, User Name or be from the last <b>15 previous</b> passwords.</td><td><ul>     <li>1 Uppercase Letter</li>     <li>1 Lowercase Letter</li>     <li>1 Number</li>     <li>1 Special Character (e.g. \$%^@#)</li>     <li>Password must not contain:</li>     <li>User's First and/or Last Name</li> </ul></td></tr><tr><td></td><td>I'm not a robot</td></tr><tr><td></td><td>Legal Information: Ohio public records law requires state agencies, boards, and commissions to disclose most documents and records, including electronic records. Therefore, information submitted through this web site may be subject to disclosure pursuant to a public records request unless the information is made confidential or otherwise exempted from disclosure pursuant to state or federal law. Please be aware that for public records, Ohio law requires us to disclose the records despite your requests to keep information confidential.</td></tr><tr><td></td><td>SUBMIT</td></tr></tbody></table>	



If you do not have your Security Code, click the **OBTAIN SECURITY CODE** button, enter the email address or Social Security Number that is on file with your Board and your Security Code will be emailed to you.



If you do not recall the email address on file with your board, return to the eLicense login page, click the **Forgot Login Email?** link and provide the required information to retrieve the email address that is on file with your Board.

Ohio Professional Licensure	HOME LICENSE LOOK-UP FILE A COMPLAINT LOG IN
New Users	Existing Users
Create a New eLicense.Ohio.Gov Account	Login
You must create a new eLicense.Ohio.Gov account before applying for or renewing a license. Read the options below carefully before creating your account. See the registration guide for more information.	* Email
If you hold a license or have previously applied for a license or certificate in Ohio and do not have an eLicense.ohio.gov account, please select "I Have A License". While registering you will need to enter the security code provided by your licensing board.	* Password
I HAVE A LICENSE	LOGIN Forgot Password?
If you do not hold a license or have not previously applied for a license or certificate in Ohio, please select "I Don't Have a License".	Forgot Login Email?



Once the initial registration process is complete, the user should be redirected to the eLicense Ohio Dashboard to manage applications, licenses, service requests, complaints, etc.

Ohio eLicense Ohi Professional	) Licensure	UPDATE EMAIL	DASHBOARD	LICENSE LOOK-UP	FILE A COMPLAINT	2 SITES	SWITCH, ZZZ-TESTING 🗸
Welcon	ne to your eL	icens	e Dasl	hboard			
+ APPLY FOR A NEW							
Are you looking to apply	for a new business license? First, add yo	our business by c	licking here befor	e applying.			
New Lice	nse Applications an application, please click on the Option	s button.					
SORT BY -							
<u>I</u>	Nursing Board Licensed Practical Nurse (LPI APP-000235308   Nursing Board	N)		GENERATE FI	EE EXP DA'	те	OPTIONS V
SUPPORT REGISTRA	TION GUIDE CONTACT PRIVACY NOT	ICE WWW.OHIO	GOV GENERA	TERMS			



# Create New Account - I Don't Have a License (or Application) – never had a license in the State of Ohio

#### 1 Newigete te https://disease abia

- 1. Navigate to <u>https://elicense.ohio.gov</u>.
- 2. Click the **LOGIN / CREATE YOUR ACCOUNT** button in the center of the screen or the **LOG IN** link at the top- right corner of the page.

			HOME	LICENSE LOOK-U	LO
	WELCO	мето			
Individual or Business, enter search criteria and click Search to see the results.	Profe	essional Licensure			
DOIN / CREATE YOUR ACCOUNT     DOIN / CREATE YOUR ACCOUNT     INDIVIDUAL BUSINESS     Dividia license, select Individual or   Business, enter search criteria and dick   Search to see the results.     First Name     License Number   Bard Name     None-	for th	ne State of Ohio			
LOGIN / CREATE YOUR ACCOUNT     DIDIVIDUAL   BUSINESS   Superify a license, select Individual or   Business, enter search criteria and click   Search to see the results.     First Name   Last Name     -None		I I FFFF			
LOGIN / CREATE YOUR ACCOUNT     INDIVIDUAL     BUSINESS     Verify a license, select Individual or   Business, enter search criteria and click   Search to see the results.     Image: Trist Name     Image: Trist Name				1111	
INDIVIDUAL       BUSINESS         Verify a License, select Individual or       First Name         Business, enter search criteria and click       First Name         Search to see the results.       CR					Sec.
INDIVIDUAL       BUSINESS         Verify a License       First Name         To verify a license, select Individual or       First Name         Business, enter search criteria and click       First Name         Search to see the results.       OR       Board Name         Last Name      None      None					
INDIVIDUAL BUSINESS         Verify a License         To verify a license, select Individual or         Business, enter search criteria and click         Search to see the results.		LOGIN / CREATE YOUR ACCOUNT			
INDIVIDUAL       BUSINESS         Verify a License       First Name         To verify a license, select Individual or       First Name         Business, enter search criteria and click       First Name         Search to see the results.       OR         Board Name      None		LOGIN / CREATE YOUR ACCOUNT	I		
INDIVIDUAL     BUSINESS       Verify a License     First Name       To verify a license, select Individual or Business, enter search criteria and click Search to see the results.     First Name       DR     Board Name       Last Name    None		LOGIN / CREATE YOUR ACCOUNT			
To verify a license, select Individual or Business, enter search criteria and click Search to see the results. Last Name CR Board Name None ~		LOGIN / CREATE YOUR ACCOUNT			
To verify a license, select Individual or     First Name     License Number       Business, enter search criteria and click     OR     Board Name       Search to see the results.     Last Name    None	Vorify a Lipoppo	INDIVIDUAL BUSINESS	l		
Search to see the results.  CR Board Name  -None  V	Verify a License	INDIVIDUAL BUSINESS	l		
Last NameNone V	Verify a License	LOGIN / CREATE YOUR ACCOUNT	License Nut	mber	
	Verify a License To verify a license, select Individual or Business, enter search criteria and click Search to see the results.	LOGIN / CREATE YOUR ACCOUNT	License Nut Board Name	mber	
	Verify a License To verify a license, select Individual or Business, enter search criteria and click Search to see the results.	LOGIN / CREATE YOUR ACCOUNT INDIVIDUAL BUSINESS First Name OR Last Name SEARC	License Nui Board Name None	mber	



Department of Administrative Services

# **eLicense Ohio Portal Registration**

3. Click the I DON'T HAVE A LICENSE button.

Existing Users	New Users
Login	Create a New eLicense.Ohio.Gov Account
Email	You must create a new eLicense.Ohio.Gov account before applying for or renewing a license. Read the options below carefully before creating your account. See the registration guide for more information.
Password	If you hold a license or have previously applied for a license or certificate in Ohio and do not have an eLicense.ohio.gov account, please select "I Have A License". While conjutation you will pred to optor the operative and a provided by your licensing board.
LOGIN	I HAVE A LICENSE
Forgot Password? Forgot Login Email?	If you do not hold a license or have not previously applied for a license or certificate i Ohio, please select "I Don't Have a License".
<ul><li>Your eLicense session will end after 30 minutes of inactivity.</li><li>The eLicense application can only be open and active in one</li></ul>	
<ul> <li>For best results, access the eLicense application from a desktop or laptop device using the latest version of Google Chrome or</li> </ul>	If you are creating an account for the purposes of applying for or managing a license with the Casino Control Commission, please click "Licenses Associated with Casino Control Commission"
MOZIIIA FIRETOX DROWSER.	LICENSES ASSOCIATED WITH CASINO CONTROL COMMISSION
	If you are creating an account for the purposes of representing a client before the Sta Medical Board of Ohio, please select "Counsel Associated with Medical Board Matte button.
	COUNSEL ASSOCIATED WITH MEDICAL BOARD MATTER



Ohio

## **eLicense Ohio Portal Registration**

4. Complete the form with the appropriate information, click on and complete the reCAPTCHA option, and click the SUBMIT button.

Create New Accour	nt - I Don't Have A Li	icense
Create a new eLicense.Ohio.Gov account as a new licensee. Your social security number is required for accurate	* First Name	Middle Name
identification under federal and state child support enforcement law (42 U.S.C. §666 and §3123.50, O.R.C.)	* Last Name	
Need help Registering? Click here		
Passwords must be at least 10 characters long. Passwords cannot be longer than 50 characters. Password must contain: 1 uppercase letter (A-Z) 1 lowercase letter (a-z)	* Social Security Number	I don't have a Social Security Number
1 special character (.,!"*\$%[]&#@<>?)</td><td>* Date of Birth</td><td></td></tr><tr><td>Passwords expire after 1 year.</td><td></td><td></td></tr><tr><td>Password must NOT contain your First Name, Last Name, User Name or be from the last <b>15 previous</b> passwords.</td><td>* Email</td><td>* Aularchuvisa@gmail.com</td></tr><tr><td></td><td>* Passmord</td><td>* Confirm Password</td></tr><tr><th></th><th>Show Password  Password must contain: More than 10 Characters I Uppercase Letter I Lowercase Letter I Number I Number I Special Character (e.g. \$%%@#) Password must not contain: User's First and/or Last Name</th><th></th></tr><tr><td></td><td>I'm not a robot</td><td></td></tr><tr><td></td><td>Legal Information: Ohio public records law requires state agencies, boards records: Therefore, information submitted through this web site may be su made confidential or chrowies exempted from disclosure purputant to state disclose the records despite your requests to keep information confidential of the state of the state o</td><td>s, and commissions to disclose most documents and records, including electronic bject to disclosure pursuant to a public records request unless the information is or federal law. Please be aware that for public records, Ohio law requires us to L</td></tr><tr><td>SUPPORT REGISTRATION GUIDE CONTACT PRIVACY</td><td>Y NOTICE WWW.OHIO.GOV GENERAL TERMS</td><td></td></tr></tbody></table>		

When you successfully submit your information, the system will prompt you to re-confirm your submitted Social Security entry.

SSN Confirmation
Please verify the Social Security Number entered <b>000-99-0011</b> . If this is correct hit 'Confirm' to complete your registration, otherwise hit 'Edit' to make a change.
EDIT CONFIRM



 If the displayed social security number value is correct, click the **CONFIRM** button to proceed. If it is incorrect, click **EDIT** and you will be returned to the CREATE NEW ACCOUNT page to fix/change the Social Security Number entry.



When the user confirms the Social Security Number, they will be redirected to the eLicense Ohio Dashboard to manage applications, licenses, service requests, complaints, etc.





Create a New Account - Applying for Casino Control Commission Skilled Games Licenses

- 1. Navigate to <u>https://elicense.ohio.gov</u>.
- 2. Click the LOGIN / CREATE YOUR ACCOUNT button in the center of the screen or the LOG IN link at the top-right corner of the page.





3. If you have never held a license with the State of Ohio and are applying for a license with the Casino Control Commission then click the **LICENSES ASSOCIATED WITH CASINO CONTROL COMMISSION** button.

Existing Users	New Users
Login	Create a New eLicense.Ohio.Gov Account
Email	You must create a new eLicense.Ohio.Gov account before applying for or renewing a license. Read the options below carefully before creating your account. See the registration guide for more information.
Password	If you hold a license or have previously applied for a license or certificate in Ohio and do not have an eLicense.ohio.gov account, please select "I Have A License". While registering you will need to enter the security code provided by your licensing board.
LOGIN Forgot Password? Forgot Login Email?	If you do not hold a license or have not previously applied for a license or certificate in Ohio, please select "I Don't Have a License".
<ul> <li>Your eLicense session will end after 30 minutes of inactivity.</li> <li>The eLicense application can only be open and active in one browser session at a time.</li> <li>For best results, access the eLicense application from a desktop or laptop device using the latest version of Google Chrome or</li> </ul>	I DON'T HAVE A LICENSE If you are creating an account for the purposes of applying for or managing a license with the Casino Control Commission, please click "Licenses Associated with Casino Control Commission"
Mozilla Firefox browser.	LICENSES ASSOCIATED WITH CASINO CONTROL COMMISSION
	If you are creating an account for the purposes of representing a client before the Sta Medical Board of Ohio, please select "Counsel Associated with Medical Board Matter" button.
	COUNSEL ASSOCIATED WITH MEDICAL BOARD MATTER



Ohio

## **eLicense Ohio Portal Registration**

4. Complete the form with the appropriate information, click on and complete the reCAPTCHA option, and click the SUBMIT button.

Register here for an eLicense.Ohio.gov account to manage or apply for a license from the Casino Control Commission.		
In order to comply with the requirements of <u>R.C.</u> <u>3772.16</u> , you must create a new account, even if you already have an account associated with another exten heard Vour Casing Control Commiscion	* First Name	Middle Name
account cannot contain the same e-mail address as another elicense.Ohio.gov account (even if it is your own).	* Last Name	
Under the Privacy Act, you are not required to provide your social security number. If you choose to provide your social security number, it may be used to confirm your account information. Need help Registering? Click	Social Security Number	
here Passwords must be at least <b>10 characters</b> long. Passwords cannot be longer than 50 characters.	* Date of Birth	
Password must contain: 1 uppercase letter (A-Z) 1 lowercase letter (a-z) 1 special character (.,!"*\$%[]&#@<>?)</td><td>* Email</td><td>* aniarohuvisa@gmail.com</td></tr><tr><td>Passwords expire after <b>1 year.</b></td><td>* Pessword</td><td>* Confirm Password</td></tr><tr><td>Password must NOT contain your First Name, Last Name, User Name or be from the last <b>15 previous</b> passwords.</td><td>Show Password  Password must contain:  More than 10 Characters  1 Uppercase Letter  1 Lowercase Letter  1 Number  1 Special Character (e.g. \$%^@#)  Password must not contain: User's First and/or Last Name</td><td></td></tr><tr><td></td><td>I'm not a robot</td><td></td></tr><tr><td></td><td>Legal Information: Ohio public records law requires state agencies, boards records. Therefore, information submitted through this web ate may be su made confidential or otherwise exempted from disclosure pursuant to state disclose the records despite your requests to keep information confidential</td><td>a, and commissions to disclose most documents and records, including electronic bject to discloser pursuant to a public records request unless the information is e or federal law. Please be aware that for public records, Ohio law requires us to I.</td></tr><tr><td></td><td> s</td><td>UBMIT</td></tr></tbody></table>		



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#### Create A New Account - Counsels Associated With Medical Board

#### Matters

- 1. Navigate to <u>https://elicense.ohio.gov</u>.
- 2. Click the **LOGIN / CREATE YOUR ACCOUNT** button in the center of the screen or the **LOG IN** link at the top-right corner of the page.





#### 3. Click the COUNSEL ASSOCIATED WITH MEDICAL BOARD MATTER button.

Existing Users	New Users						
Login	Create a New eLicense.Ohio.Gov Account						
Email	You must create a new eLicense.Ohio.Gov account before applying for or renewing a license. Read the options below carefully before creating your account. See the registration guide for more information.						
Password	If you hold a license or have previously applied for a license or certificate in Ohio and do not have an eLicense.ohio.gov account, please select "I Have A License". While						
Show Password	registering you will need to enter the security code provided by your licensing board.						
Forgot Password? Forgot Login Email?	If you do not hold a license or have not previously applied for a license or certificate in Ohio, please select "I Don't Have a License".						
<ul> <li>Your eLicense session will end after 30 minutes of inactivity.</li> <li>The eLicense application can only be open and active in one browser session at a time.</li> <li>For best results, access the eLicense application from a desktop or laptop device using the latest version of Google Chrome or</li> </ul>	I DON'T HAVE A LICENSE If you are creating an account for the purposes of applying for or managing a license with the Casino Control Commission, please click "Licenses Associated with Casino Control Commission"						
Mozilla Firefox browser.	LICENSES ASSOCIATED WITH CASINO CONTROL COMMISSION						
	If you are creating an account for the purposes of representing a client before the State Medical Board of Ohio, please select "Counsel Associated with Medical Board Matter" button.						
	COUNSEL ASSOCIATED WITH MEDICAL BOARD MATTER						



4. Complete the form with the appropriate information click on and complete the reCAPTCHA option and click the SUBMIT button.

Create a Counse	l Contact Associated	with Medical Board
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Ohio.						
Note: If you are already registered in eLicense Ohio related to holding professional license, you will need to use an alternate email address for this account.	★ First Name		Middle Name			
Passwords must be at least <b>10 characters</b> long. Passwords cannot be longer than 50 characters. Password must contain: 1 uppercase letter (A-Z)	* Last Name					
1 lowercase letter (a-z) 1 special character (.,!"*\$%[]&#@<>?)</td><td>Firm Name</td><td></td><td></td><td></td></tr><tr><th>Passwords expire after 1 year.</th><th>* Street Address</th><th></th><th></th><th></th></tr><tr><th>Password must NOT contain your First Name, Last Name, User Name or be from the last <b>15 previous</b> passwords.</th><th></th><th></th><th></th><th></th></tr><tr><th></th><th>* City</th><th>* State</th><th></th><th>* Zip Code</th></tr><tr><th></th><th>* Ohio Supreme Court Registration</th><th>n Number</th><th>I do not have a</th><th>a registration in the state of Ohio</th></tr><tr><th></th><th>* Phone Number</th><th></th><th>Cell Phone N</th><th>lumber</th></tr><tr><th></th><th></th><th></th><th></th><th></th></tr><tr><th></th><th>* Email</th><th></th><th>* Condiction to the sec</th><th>(h</th></tr><tr><th></th><th>Note: If you are licensed through the for your current license.</th><th>nis eLicense system,</th><th>you must use an a</th><th>ggmail.com</th></tr><tr><th></th><th>Note: If you are licensed through the for your current license.</th><th>nis eLicense system,</th><th>You must use an a</th><th>ggmail.com</th></tr><tr><th></th><th>Note: If you are licensed through th for your current license.</th><th>nis eLicense system,</th><th>Confirm Pass</th><th>agmail.com</th></tr><tr><th></th><th>Note: If you are licensed through the for your current license.</th><th>@#) @#) @#)</th><th>Confirm Pass</th><th>ilternative email than the one registere</th></tr><tr><th></th><th>Note: If you are licensed through the for your current license.</th><th>@#) @#) @##) sestate agoncies, boards, are h this we site may be subject for site agoncies. boards, are h this we site may be subject for a performation confidential.</th><th>Confirm Pass     Confirm Pass</th><th>e most documents and records, including electronic a public records request unless the information is are that for public records, Ohio law requires us to</th></tr><tr><td></td><td>Note: If you are licensed through the for your current license.</td><td>Control of the system, Control of the system, Control of the system Process - terms estable agencies, boards, ar Process - terms estable agencies, boards, ar proformation confidential.</td><td>Confirm Pass     Confirm Pass     d commissions to disclose     to disclosure pursuant to     federal law. Please be aw</td><td>e most documents and records, including electronic or a public records request unless the information is are that for public records, Ohio law requires us to</td></tr></tbody></table>						



After submitting the registration, the user will be redirected to the eLicense Ohio Dashboard to manage adjudications, complaints, etc.

Ohio eLionse Ohio Professional Licensure	DASHBOARD	LICENSE LOOK-UP	FILE A COMPLAINT	<b>E</b> 0	CHOCOLATE, HOT V
Welcome to your eLicense	Dashbo	oard			
New Adjudication Associations					
able to view or submit documentation requests until board staff approves your Association to an Adjudication request. Select the '+' icon to your left or the Associate to an Adjudication button above to begin the association process. The Association to an Adjudication will not be effective until board staff approval.	(	+			
SUPPORT REGISTRATION GUIDE CONTACT PRIVACY NOTICE WWW.OHIO.GOV	GENERAL TERMS				