



## eLicense Guide: Registering for an Account

Updated 1/7/2026

Individuals applying for licensure in Ohio must create an account in the eLicense Ohio system.

**This guide will provide step-by-step instructions for account creation. For instructions on creating a new business and associating an existing license with a user's profile, please refer to the Board's [Registering for a Business Account guidance document](#).**

**PLEASE NOTE:** If you follow these instructions and receive a message stating an account already exists in your name, go to [https://elicense.ohio.gov/OH\\_CommunitiesLogin](https://elicense.ohio.gov/OH_CommunitiesLogin) to log into your existing account. If you do not remember the email address for your account, click 'Forgot User ID?' If you do not know your password, click 'Reset Password?'. **If you still need assistance, contact the help desk at 855-405-5514 weekdays from 8 am to 5 pm ET.**

If you log into your existing eLicense account and realize you need to update your name, please submit a [Change of Name request](#) to the Board.

### REGISTERING FOR AN ACCOUNT

Access eLicense Ohio at: [https://elicense.ohio.gov/oh\\_homepage](https://elicense.ohio.gov/oh_homepage).

To create an eLicense account, select the '**Registration**' box on the main eLicense page:

Have a licensing question? Contact your licensing board or check their website. Help desk representatives are not trained to answer licensing questions.

Technical Support - Help desk representatives are available to answer login or registration questions by calling (855) 405-5514 weekdays from 8:00 am to 5:00 pm EST.

Callers may experience extended wait times due to the high number of calls. If you're unable to wait for a representative, you can leave a call back number.

If you're experiencing technical issues with the eLicense website, make sure you are using Google Chrome or Mozilla Firefox as your browser on a desktop or laptop device.

**WELCOME TO THE**  
**eLicense Ohio Professional Licensure**  
**System**

What Are You Looking For?

- Registration
- LOG IN
- Verify a License
- File a Complaint
- FAQs/Help

On the next page, select '**License/Certificate**' and complete a first-time registration.

**New Users to the eLicense Ohio Professional Licensure Portal**

**Create a New eLicense.Ohio.Gov Account**

Before you apply for or renew a license, you must first create a new account on eLicense.Ohio.Gov. Please carefully review the options below before proceeding with your account creation. For further details, refer to the [registration guide](#).

If you already have an eLicense account, please navigate to the [Log In](#) section to access your account.

**Registering for?**

**License / Certificate**

Click here to register if you have never held a License/Certificate in Ohio.

**Casino Control Commission New Applicants**

Click here to register as Casino Control Commission New Applicants.

**Education Institutions**

Click here to upload transcripts or program completion documents on behalf of an educational institution.

\*\*\*This registration option is NOT for Individuals applying for a license.\*\*\*

**Register using Security Code**

Click here to register if you have an eLicense Security code.



Input the required personal information. Input an email address and create a password. Then select **Submit**.

**First time Registration**

Create a registration for the first time in eLicense Ohio.

Your social security number is required for accurate identification under federal and state child support enforcement law (42 U.S.C. §666 and §3123.50, O.R.C.)

Need help Registering? [Click here](#)

**Password Specifications:**  
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)  
1 number  
1 special character (.,!\*\$%^&\_&#@<>?)

Passwords expire after 1 year.

Password must NOT contain your First Name, Last Name, User Name or be from the last 15 previous passwords.

**First Name:** \*  **Middle Name:**

**Last Name:** \*

**Social Security Number:** \*   I don't have a Social Security Number

**Date of Birth:** \*

**Email:** \*  **Confirm Email:** \*

**Password:** \*  **Confirm Password:** \*

**Password must contain:**

10 or More 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

I'm not a robot  reCAPTCHA  
Privacy \* Terms

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.

**SUBMIT**