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.
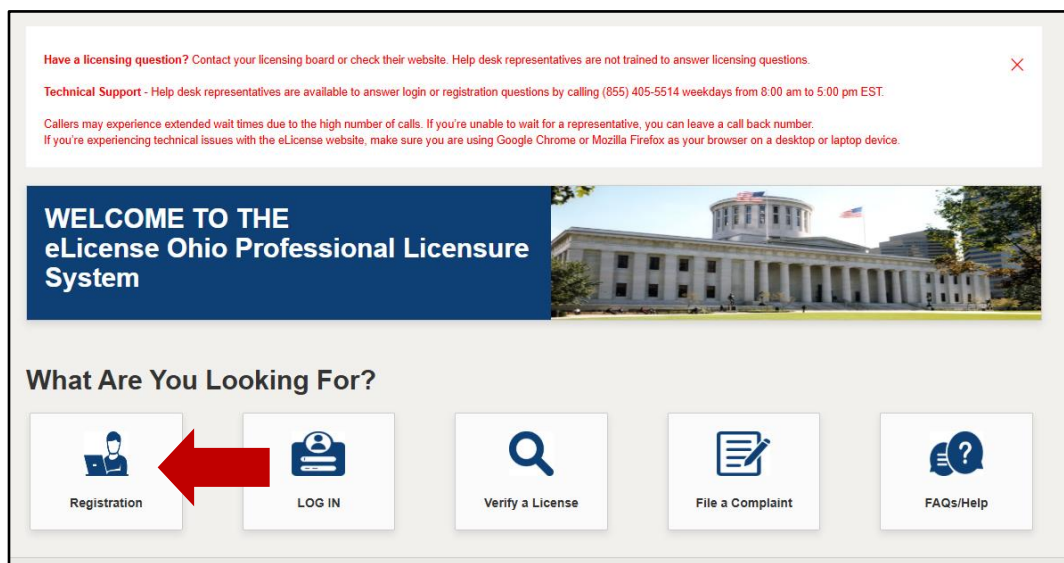
PLEASE NOTE: If you follow these instructions and receive a message stating an account already exists in your name, go to https://elicense.ohio.gov/OH_CommunitiesLogin to log into your existing account. If you do not remember the email address for your account, click 'Forgot User ID?' If you do not know 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.

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

77 S. High Street, 17th Floor
Columbus, OH 43215 U.S.A.

Phone: 614 | 466 4143
Fax: 614 | 752 4836

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The State of Ohio is an Equal Opportunity Employer and Provider of ADA Services

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

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