

The Oklahoma Nurse Portal is the licensee's/applicant's interface with the Oklahoma Board of Nursing (OBN). Application submission, license renewal, address change and a Message Center tool to communicate with Board staff are all available in the Nurse Portal. In addition, each applicant/licensee can review the status of the application submitted. In order to access these services, an individual Nurse Portal account must be established.

NOTE: Be sure to utilize an email account that you will maintain access to for your Nurse Portal account set up as access to some education program-associated student email accounts may be affected after a student is no longer enrolled in the program.

How to Create a Nurse Portal Account for Active/Inactive/Temporary Oklahoma Licensed Nurses/Certified AUs

You must renew or reinstate your license/certificate/recognition, or apply for a new license/certificate/recognition via the Nurse Portal. The first step is to create your Nurse Portal account. For individuals who currently hold or have previously held a license/certificate/recognition, whether currently active or no longer in an active status (including a temporary license), the following steps will guide you in creating your Nurse Portal account.

1. Access the OBN website at: <https://oklahoma.gov/nursing.html>
2. Click on **Nurse Portal** from any page on the website.
3. Once on the Oklahoma Nurse Portal webpage, click the **Create an Account** button.
4. The Oklahoma Nurse Portal Terms & Conditions are on the next screen, including that the Nurse Portal account should only be created and accessed directly by the applicant/licensee. You must click the **I Agree** button to continue.
5. The next screen asks if you currently hold or have ever held a license/certificate/recognition with the OBN (this includes a temporary license). If so, click **YES** to be directed to a license lookup screen to locate your license/certificate/recognition. Once your license/certificate/recognition is located, you will be asked to verify identity. Complete the identity verification, then click **Continue**. If you have never held a license/certificate with the OBN, please follow the steps on page two of this document under "**How to Create a Nurse Portal Account for Nursing Students and Licensed Nurses Endorsing into Oklahoma**" instead.
6. On the next screen, enter your **email address** used in current/previous Board interactions to include receipt of the OBN Newsletter (twice). Click **Continue** after completing the security verification. If you no longer can access the original email account used in current OBN interactions, then access the guidance for requesting assistance here: [Nurse Portal – Request Email Help](#)
7. The next screen will inform you that a time-sensitive confirmation email has been sent to your email address. You will have 24 hours to read the email and click on the **Access Registration** link *to complete your registration*. Once registration is complete, your account will be created.
8. In your Nurse Portal account, you will see your **Dashboard (homepage)**. Please review your account information to ensure accuracy.

How to Create a Nurse Portal Account for Nursing Students and Licensed Nurses Endorsing Into Oklahoma

You must apply for new licenses/certifications/recognitions via the Nurse Portal. The first step is to create your Oklahoma Nurse Portal Account. For individuals who have never held a license or certificate with the Oklahoma Board of Nursing, the following steps will guide you in creating a Nurse Portal account.

1. Access the OBN website at: <https://oklahoma.gov/nursing.html>
2. Click on **Nurse Portal** from any page on the website.
3. Once on the Oklahoma Nurse Portal webpage, click the **Create an Account** button.
4. The Oklahoma Nurse Portal Terms & Conditions are on the next screen, including that the Nurse Portal account should only be created and accessed directly by the applicant/licensee. You must click the **I Agree** button to continue.
5. The next screen asks if you currently hold or have ever held a license/certificate with the OBN (this includes a temporary license). Click **NO** if you have never held a license/certificate with the OBN to include **APRN/RN/LPN/AUA/Temporary**. If you have ever held OK licensure/certification/recognition, even at a different level (LPN, AUA) please follow the steps on page one of this document under “**How to Create a Nurse Portal Account for Active/Inactive/Temporary Oklahoma Licensed Nurses/Certified AUAs**” instead.
6. On the next screen, **enter your email address** (twice).
7. Click **Continue** after completing the security verification.
8. The next screen will inform you that a time-sensitive confirmation email has been sent to your email address. You will have 24 hours to read the email and click on the **Access Registration** link *to complete your registration*. Clicking on the **Access Registration** link will take you to the *Create Your Nurse Portal Account* screen.
9. Once you are on the *Create Your Nurse Portal Account* screen, complete the required information:
 - a. Enter your *legal* name as it should appear on your OK license or certificate
 - b. Enter your date of birth
 - c. Enter your social security number (do not use dashes)
 - d. Create your Nurse Portal account password
 - e. Enter your cell phone number
10. Complete the security verification and then click **Create Account**.
11. After clicking **Create Account**, you will see your **Dashboard (homepage)**. Please review your account information to ensure accuracy.