



Board Licenses and Certificates: Types of Applications

This document provides an overview and summary of the types of applications for licensing and certification. Applications are listed below with a general summary about the licenses and certificates issued by the Board. Licensure related information is available through links provided at the end of the document.

- Licensure requirements are specified in the Nurse Practice Act, Chapter 4723., and the Ohio Administrative Code Chapters 4723-1 through 4723-27.
- The Board issues **licenses** for Registered Nurses (RNs); Licensed Practical Nurses (LPNs); Advanced Practice Registered Nurses (APRNs).
- The Board issues **certificates** for Dialysis Technician Interns (DTIs); Dialysis Technicians (DTs); Community Health Workers (CHWs); and Medication Aides (MA-Cs).

Please note the Board does not regulate STNAs/nurse aides in long-term care. For questions regarding STNAs or the Nurse Aide Registry, contact the Ohio Department of Health at NAR@odh.ohio.gov.

- Sample application forms can be reviewed on the Board website at www.nursing.ohio.gov; click on "Forms".
- To apply, go to the Ohio eLicense Center portal at <https://eLicense.ohio.gov>.

License Applications for RNs and LPNs

- Initial Licensure as an RN or LPN
 - ✓ Nursing Licensure by Examination Application
- Select this application **if you have never been licensed as a nurse in the United States**. This application is used by those seeking to become initially licensed either as a RN or LPN after completing an approved nursing education program in Ohio or another state. For a checklist, see Important "Information for Nursing Students; Steps to Complete for Nursing Licensure": <https://nursing.ohio.gov/wp-content/uploads/2021/01/Important-Information-for-Nursing-Students.pdf>

Also, if you are a **foreign educated applicant** who has never been licensed as a nurse in the United States, use this application.

- RNs and LPNs Licensed in Another State Applying for License Endorsement (Reciprocity)
 - ✓ Nursing Licensure by Endorsement Application

Select this application **if you hold a current, valid nursing license in a state other than Ohio**. This application is used by RNs and LPNs who are licensed in another state and have never held an Ohio nursing license.

Temporary Permits: Reciprocity applicants may be issued a temporary permit to practice in Ohio, effective for 180-days, authorizing them to practice until they complete the remainder of the requirements for their license to be issued.

License Applications for Advanced Practice Registered Nurses (APRNs)

- Initial Licensure as an Advanced Practice Registered Nurse (APRN)
 - ✓ Advanced Practice Registered Nurse License Application – CNP
 - ✓ Advanced Practice Registered Nurse License Application – CNS
 - ✓ Advanced Practice Registered Nurse License Application – CNM
 - ✓ Advanced Practice Registered Nurse License Application – CRNA

Select the application for the designation for which you are **applying for initial APRN licensure in Ohio: CNP, CNS, CNM, CRNA.**

To be licensed as an APRN, you must first be licensed as an RN in Ohio. To be licensed as an RN, submit either a Nursing Licensure by Examination or Nursing Licensure by Endorsement (Reciprocity) application.

- Reciprocity Licensure as an Advanced Practice Registered Nurse (APRN)
 - ✓ Advanced Practice Registered Nurse License Application – CNP
 - ✓ Advanced Practice Registered Nurse License Application – CNS
 - ✓ Advanced Practice Registered Nurse License Application – CNM
 - ✓ Advanced Practice Registered Nurse License Application – CRNA

Select this application **if you hold a current, valid APRN license in a state other than Ohio.** Applicants for Endorsement/Reciprocity are APRNs who are licensed in another state and have never held an Ohio APRN license. Select this application through your existing Ohio RN application or license.

Temporary Permits: APRN Reciprocity applicants may be issued a temporary permit to practice as an APRN if an APRN license is held in another state, and the Board receives verification directly from the state of the current, valid APRN license.

Certification Applications

If you are seeking certification as a **Community Health Worker; Dialysis Technician Intern; Dialysis Technician; or Medication Aide** select one of the following applications.

- ✓ Community Health Worker Application
- ✓ Dialysis Technician Intern Application
- ✓ Dialysis Technician Application
- ✓ Medication Aide Application

Reinstatement and Reactivation Applications

If **you hold an Ohio nursing license that is lapsed or inactive**, regardless of the length of time, select the Reinstatement Application that corresponds to the type of license or certificate you hold. You must verify that you obtained the amount and type of CE required at the time you submit the application. If your license has been lapsed or inactive for five years or more, you must also submit to a criminal records check. Please see links below for this information.

Renewal

Ohio licenses and certificates **must be renewed every two years**. Select the Renewal Application that corresponds to the type of license or certificate you hold. Below are the renewal cycles for licenses and certificates.

Type of License or Certificate	Renewal Cycle
RN	Odd numbered years - July 1-October 31
APRN	Odd numbered years - July 1-October 31
LPN	Even numbered years - July 1-October 31
CHWs	Odd numbered years - January 1-March 31
DTs	Odd numbered years - January 1-March 31
Medication Aides	Even numbered years - February 1-April 30

Links to Licensure Related Information

- Important Information for Nursing Students-Steps to Complete for Nursing Licensure:
<https://nursing.ohio.gov/wp-content/uploads/2021/01/Important-Information-for-Nursing-Students.pdf>
- Criminal Records Checks:
http://nursing.ohio.gov/wp-content/uploads/2019/07/CRC_Process.pdf
- Fee Schedule for Licenses and Certificates:
<https://nursing.ohio.gov/wp-content/uploads/2020/02/Fee-Schedule.pdf>
- Reinstatement/Reactivation:
<https://nursing.ohio.gov/wp-content/uploads/2021/02/2-3-21-Reactivation-Reinstatement-revd.pdf>
- Continuing Education for RNs, LPNs, DTs, CHWs, Medication Aides:
<https://nursing.ohio.gov/wp-content/uploads/2020/10/OhioBoardCE.pdf>
- Continuing Education for APRNs:
<https://nursing.ohio.gov/wp-content/uploads/2020/10/OhioBoardCEforAPRNs1.0.pdf>
- Contact the Board:
Go to the Board website www.nursing.ohio.gov and select the contact box at the bottom of the page for email accounts.