



LPN or RN by Exam Application Steps

Eligibility

This applicant is for initial LPN/RN licensure by examination (not previously licensed in another state or country), that have graduated from nursing education and need to take the NCLEX.

Step 1: Create a log in for OSBN computer system, if you do not already have a log in.

Visit <https://www.oregon.gov/osbn> Use a computer, the website does not display on phones/tablets.

A screenshot of the Oregon State Board of Nursing website. The header includes the Oregon state seal, navigation links for Home, Forms, Nurse Practice Act & Rules, License Verification, FAQs, Online Licensing, Board Information, Meetings, and Contact Us, and a search bar. The main content area features the text "Oregon State Board of Nursing" and "The Oregon State Board of Nursing protects the public through regulatory excellence of education, licensure, and practice, and promoting nurse wellness". A red arrow points upwards from the "Online Licensing" link in the header to the "Click here to start" button below.

[Click here to start](#)

OSBN Nurse Portal

If this is the first time you are logging into the OSBN Licensing portal since October 10, 2022, you must create a new user account. Click "Create an Account" and agree to the terms and conditions. When you are asked if you have had an account before, click "yes" if you currently hold or have previously held an Oregon license. Follow the directions to create an account. If you are a current or former licensee, you will need to search for your name and verify your identity with your year of birth and last four digits of your SSN. Use your personal email address to establish your account; emails sent to your work or school email may be blocked by the institution.

★ All applicants for a new license type or reactivation of a license must provide fingerprints for a state and federal criminal history record check after they submit an application. [Click for information on Fingerprint Requirements](#).

Create a new account

[Don't have an account?](#)

Create an account to apply for a license or maintain your existing license.

[Create an Account](#)

[Didn't receive the verification email after registering?](#)

Note: Registration link in the verification email is only valid for 24 hours. If you have exceeded this time, please restart the registration process.

1. Check your Spam, Junk, Trash, Deleted

Already have an account?

[Authorized User Sign In](#)

Email Address (required)

Password (required)

- Enter your full legal name as shown on your government issued ID.
- Make sure your Social Security number and date of birth are correct.
- Incorrect identification information will prevent you from scheduling or taking the exam and can delay licensure.
- Before you can log in for the first time, **you must validate your email address.**

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- You will receive a validation email at the address you registered with.
- Check your inbox. If nothing is there, check your junk mail, spam, and trash folders.
- Click on the link in the message to validate your email address.

Step 2: Log into the OSBN computer system.

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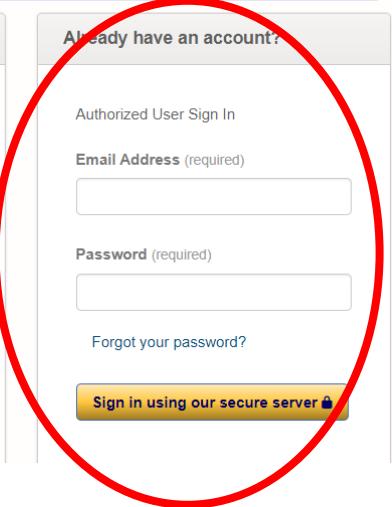
Authorized User Sign In

Email Address (required)

Password (required)

Forgot your password?

[Sign in using our secure server](#)



Step 3: Select and submit application.

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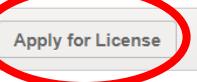
Welcome to the Oregon State Board of Nursing Nurse Portal Dashboard. You may use this portal to submit an application, check the status of an application, renew a license, update your name or address, and use the Message Center to communicate with Board staff.

Your Licenses with OSBN

License Number	License Type	License Granted Date	License Expiration Date	License Status
No licenses found				

Apply for License

License data provided by the OSBN State Board of Nursing



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Initial LPN or RN by Endorsement

Initial LPN or RN by Examination

Be sure to select the correct education location.

Carefully fill in each of the required sections, errors will delay application processing.

Background Questions

- Answer disclosure questions truthfully.
- If you are not sure about disclosing something, you may disclose it for Board staff to determine if it is relevant.
- Not answering truthfully can delay the application process.
- If you answer yes to a disclosure question, provide a detailed explanation.
- If you answered yes to a disclosure question and provided an explanation: Use the tool at the bottom of the page to upload supporting documentation. Or email to OSBN using the Message Center.

Nursing Education

Select the correct degree and school.

Your school may have multiple nursing programs. If you are unsure what school or program to select, check with your school before continuing.

If you attended an Oregon based school, your school will upload proof of graduation.

If you attended a non-Oregon school, have your school send transcripts to:

osbn.transcripts@osbn.oregon.gov

If you are educated outside the United States, please see OSBN Form LIC-616 for credential evaluation directions. <https://www.oregon.gov/osbn/Pages/forms.aspx?wp2555=se:%22cred+eval%22>

Fingerprint Directions

The state of Oregon contracts with Fieldprint Inc. to collect digital fingerprint images from applicants for the background check. Fieldprint Inc has collection sites in every state. Applicants may have their fingerprints imaged by **appointment only** at any Fieldprint site across the country. Use this link <http://www.fieldprintoregon.com> to register, enter the code: **FPORBoardNursingDAS**

Do not submit fingerprints before application.

Step 4: Need Testing Accommodations?

DO NOT SCHEDULE YOUR EXAM until OSBN has approved your request. Accommodations cannot be applied to scheduled exams.

- Please complete the testing accommodation section as part up the application and upload supporting documentation.

Step 5: Register with Pearson Vue and pay \$200

<https://www.pearsonvue.com/>

- Enter your full legal name as shown on your government issued ID.
- Make sure your Social Security number and date of birth are correct.

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- Incorrect identification information will prevent you from scheduling or taking the exam and can delay licensure.

Once your education has been verified, you will receive your “authorization to test (ATT)” and you will have 90-days to schedule and take your test.

If you do not test before your ATT expires, you will need repay the Pearson Vue fee.

If you fail the test, you will receive next steps by email.