



NP and Other Advanced Practice License Application Steps

Eligibility

In Oregon, you must hold or have applied for an RN license to access the NP applications. Please see the RN application directions if help is needed.

Step 1: Log into the OSBN computer system

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 Items, or Archive folder.
2. Resend the verification email.
3. If you are still not getting the verification email read our more [Detailed FAQs](#) or

[Resend Verification Email](#)

Already have an account?

Authorized User Sign In

Email Address (required)

Password (required)

[Forgot your password?](#)

[Sign in using our secure servers](#)

Step 2: Select and submit application

Licenses and Applications with OSBN

∨ **APRN Initial**

∨ **APRN Initial - Licensed in another State or U.S. Territory**

OREGON STATE BOARD OF NURSING

Initial application is for nurses who have graduated in the last two years and DO NOT have a NP in another state.

Initial application (Licensed in another US State or Jurisdiction) are for nurses who have NP in another state.

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.

If you do not see your school in the drop down, scroll to the bottom and select “other”. This will allow you to type in the school information.

Have your school send your transcripts to: osbn.transcripts@osbn.oregon.gov

National Certification

Please have an official copy of your national certification from the accrediting body emailed to: osbn.LicenseVerifications@osbn.oregon.gov

Fingerprint Directions

Fingerprint reports are valid for one year. If you have been fingerprinted for Oregon, in the last year, you do not need to be re-printed. If you apply for an RN and NP at the same time, only one printing is needed.

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 3: Check application status

You can check application status by logging into your OSBN account a seeing which application requirements have been closed.

Watch Message Center for requested information.

Message through Message center or APRN.Applications@OSBN.oregon.gov with questions.