



OHIO STATE COSMETOLOGY AND BARBER BOARD

To protect and support the public through regulation and education, while promoting the integrity of the cosmetology and barbering industries.

1929 GATEWAY CIRCLE GROVE CITY, OHIO 43123

PHONE: (614) 466-3834 WWW.COS.OHIO.GOV

How to Create an Account

If you have not used the eLicense Ohio system, and you are not a current licensee, you must register in the system by creating an account. Please note: If you have held a license with the Board, previously renewed a license, or reactivated a license prior to April 12, 2018, you are a current licensee and you must create an account under "I HAVE A LICENSE"

Begin by creating an account: Go to the Ohio eLicense site: <https://elicense.ohio.gov>



Click on – Login/Create Your Account



Once you click on Create Your Account, you will have two options:

If you never held a license or permit issued by the Cosmetology and Barber Board select



Complete the registration by entering the following information:

- First and Last Name
- SSN
- Date of Birth
- Email Address
- Create a Password (Review instructions carefully!)

Click on **SUBMIT**.

Register here for a new eLicense Ohio Gov account as a new licensee.

Your social security number is required for accurate identification under federal and state child support enforcement law (42 U.S.C. §6065 and §3123.60, O.R.C.)

Need help Registering? [Click here](#)

FIRST NAME LAST NAME
 LAST NAME
 SOCIAL SECURITY NUMBER I don't have a Social Security Number
 DATE OF BIRTH
 EMAIL CONFIRMING EMAIL
 PASSWORD CONFIRMING PASSWORD

Password must contain:
 More than 10 Characters
 1 Uppercase Letter
 1 Lowercase Letter
 1 Number
 1 Special Character (e.g. \$%^&@)
 Password must not contain:
 User's first and/or last name

Legal information: The public records law requires state agencies, boards, and commissions to disclose most documents and records, including electronic records. Therefore, information submitted through this web site may be subject to disclosure you want to publicly report request unless the information is made confidential or otherwise exempted from disclosure pursuant to state or federal law. Please be aware that for public records Ohio law requires us to disclose the records despite your requests to keep information confidential.

CONTINUE TO PAGE 2 IF YOU ARE AN EXISTING LICENSEE

If you have held a license or permit issued by the Board prior to April 23, 2018, you are an existing licensee.

You will need to select

I HAVE A LICENSE

Complete the registration by entering the following information:

- SSN
- Security Code (which will be sent to you or can be obtained by clicking on **OBTAIN SECURITY CODE**.)
- Date of Birth
- Email Address
- Create a Password (Review instructions carefully!)

Click on **SUBMIT**.

The screenshot shows a web form titled "Existing License". On the left, there is instructional text: "Register here for a new eLicense Ohio Gov account associated with your existing Ohio professional license. In the event you do not have the required security code, click the 'Obtain Security Code' button. Your social security number is required for accurate identification under federal and state child support enforcement law (42 U.S.C. §606 and §3123-50, O.R.C.) Need help registering? click here". The form fields include: "Social Security Number" (with a checkbox "I don't have a Social Security Number"), "Security Code" (with a blue button "OBTAIN SECURITY CODE"), "Date of Birth", "Email", "Password", and "CONFIRM PASSWORD". Below the password fields, there are requirements: "Password must contain:" (More than 10 Characters, 1 Uppercase Letter, 1 Lowercase Letter, 1 Number, 1 Special Character in @, #, %, ^, &, *), and "Password must not contain:" (User's First and/or Last Name). At the bottom, there is a small "Legal Information" disclaimer.