

Account Registration: If you created an account to submit an online application OR have used a public user account to renew in the past – DO NOT CREATE ANOTHER ACCOUNT.

Step #1: Access our website: ebiz.mt.gov/pol

The screenshot shows the website interface with a yellow callout box stating: "To register for an account, click either blue link". Two blue arrows point from this box to the "Register for an Account" link in the top right corner and the "New Users: Register for an Account" link at the bottom of the login form. The page includes a search bar, a navigation menu with "Home", "P", and "Care Licensing", and several service links: "Renewal", "Licensee Lookup", "Application for licensure", and "E-Pass". A "Login Here" form is also visible, containing fields for "User Name" and "Password", a "Login" button, a "Remember me on this computer" checkbox, and links for "Forgot my password" and "New Users: Register for an Account".

Step #2: Click on either of the Register for an Account links in blue.

Step #3: Complete the account registration process.

Step #4: Email the board so we can enable your online user account: dlibsdhel@mt.gov

Step #5: We will respond to your email and confirm your account is enabled.

Step #6: When your account has been enabled, login to your account to renew your license.