

## Advanced Practice Update April 10, 2014

### Valid Email Addresses

The Alabama Board of Nursing (ABN) needs to have your correct email address on file so that the ABN may communicate changes to you in an effective and timely manner.

Please go to the ABN website and review your personal information and make the appropriate corrections if needed. The directions listed below are easy to follow. Please check the spam filter on the email account to allow receipt of ABN email. Also, You are encouraged to sign up for the Advanced Practice list-serve if you have not already done so.

#### Directions

To make corrections go to the Home page, left side column and click on the

▶ **Name and Address Change**

Click on On-Line Application for Name and Address Change

▼ **Name and Address Change**

Requirements for Name Change  
Online Application for Name and  
Address Change

The Login page will appear and you will be able to login to the application that will allow you to edit your personal address, phone and email address. Be sure to click save when complete.



The screenshot shows a login form with a light purple background. At the top, the word "LOGIN" is centered in bold. Below it, there are two input fields. The first is labeled "\* License #:" and has a text box below it with the instruction "(Enter all digits of your License Number)". The second is labeled "\* Pin #:" and has a text box below it with the instruction "(Enter last 4 digits of your SSN)". At the bottom of the form, there are two buttons: "Submit" and "Cancel".

If you have any questions, you may contact the Board at 334-293-5200.