

New Licensing Software Coming Soon!

The ABLE Commission will be switching to a New Licensing Online Platform called Accela.

Data from current licensees and completed applications will be migrated to the new licensing online platform.

If your online account was created in the old system Oklahoma Interactive, it will not be transferred to the new licensing online platform so you will need to create a new online account in <u>Accela</u>.

Once we go live the **URL link** to the New Accela Online Platform will be available on the ABLE Commission website <u>www.able.ok.gov</u>. This will assist you with how to register and create a new account in <u>Accela</u>.

New Features:

We're excited to provide licensees with a more user-friendly system. We believe this new licensing online platform will help application delays and allow other features below you can expect to enjoy.

- Licensees will be able to update their own contact information and submit their application, change requests, and other updates online.
- All communication will be emailed to the applicant throughout the application process from beginning to end.
- Wait times will be reduced and no licenses will be mailed.
- Once a license is approved, the applicant will receive an email along with an attached pdf copy of their license to print as many copies as needed.
- Each individual applicant will be required to create their own online account. Employees must create
 their own online account. This will allow the employee access to their online account to receive email
 notifications of status updates to their account. An <u>employer cannot</u> create an online account for
 one of their employees.
- Each business applicant will be required to have a representative of the business entity or owner of the business create an online account for the business and may include multiple email addresses for additional personnel to be included as a contact. (For Example: Wal-Mart has a corporate Licensing staff member who submits new applications and renew all licenses for each Wal-Mart store location. This Wal-Mart representative will be creating the online account for access to handle all new and renewal licenses on behalf of Wal-Mart).