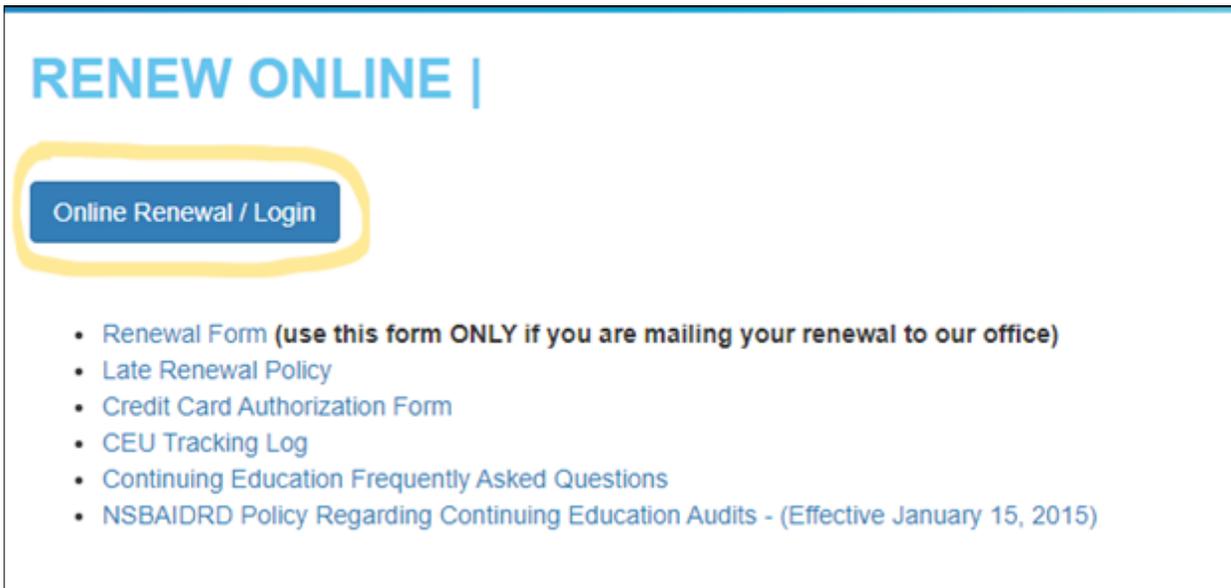


How To Renew Your Nevada Registration

NSBAIDRD launched a new registration and renewal database. Below are steps to walk you through accessing your account and renewing your registration. If you have any issues or need help, please call the board office at 702-486-7300.

1. Go to the Renew Online page of the board website (nsbaidrd.org/renew-online/) and click on the Online Renewal /Login button.

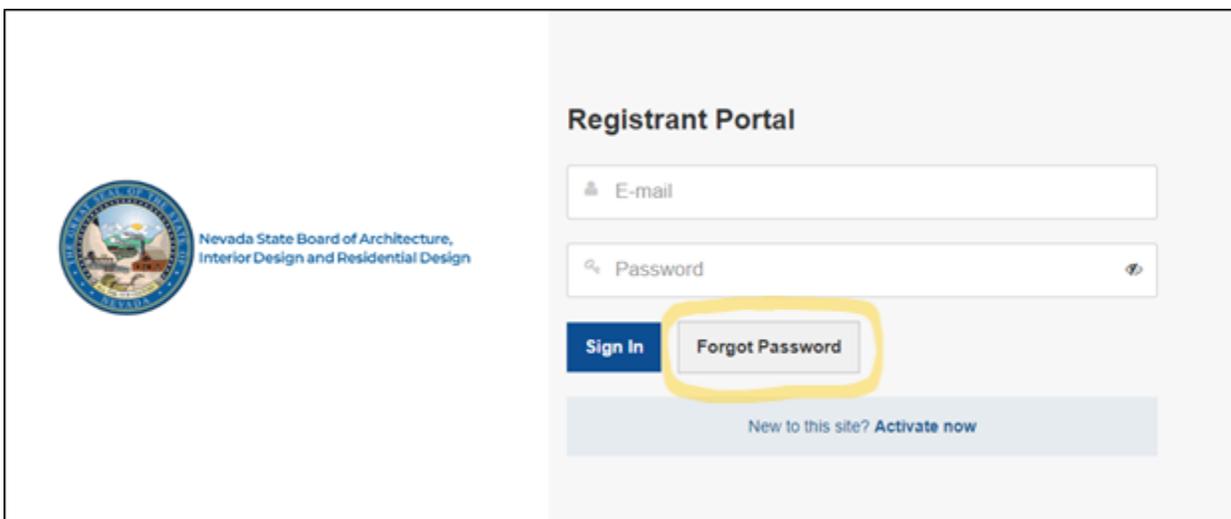


RENEW ONLINE |

[Online Renewal / Login](#)

- [Renewal Form \(use this form ONLY if you are mailing your renewal to our office\)](#)
- [Late Renewal Policy](#)
- [Credit Card Authorization Form](#)
- [CEU Tracking Log](#)
- [Continuing Education Frequently Asked Questions](#)
- [NSBAIDRD Policy Regarding Continuing Education Audits - \(Effective January 15, 2015\)](#)

2. To create an account in the new system click “Forgot Password” and enter your email address when prompted. Follow the steps to create a new password.



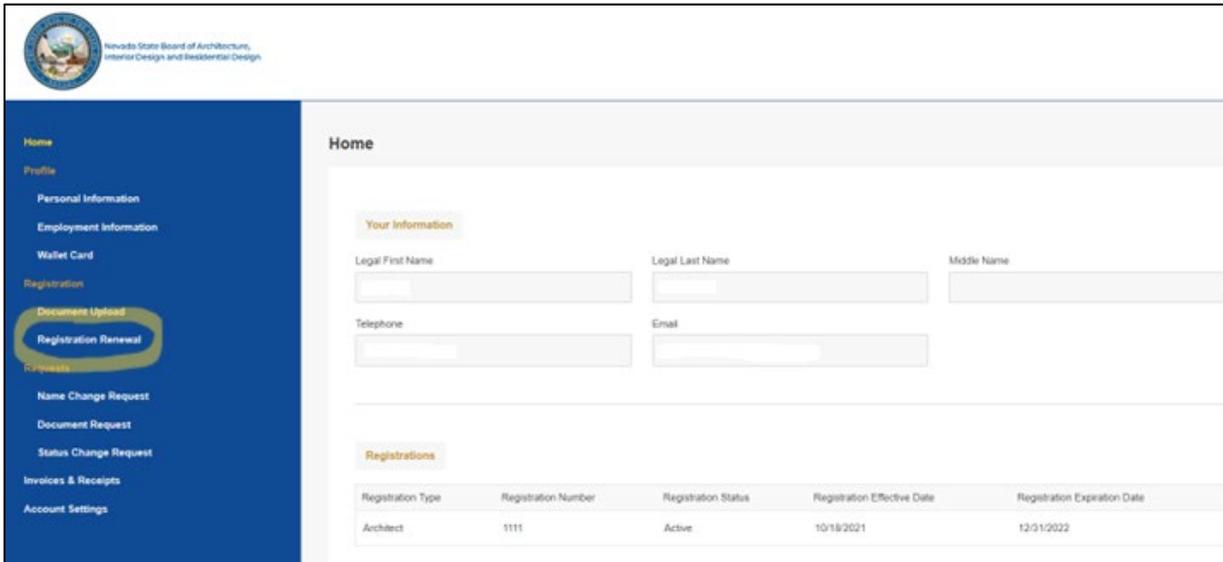
 Nevada State Board of Architecture,
Interior Design and Residential Design

Registrant Portal

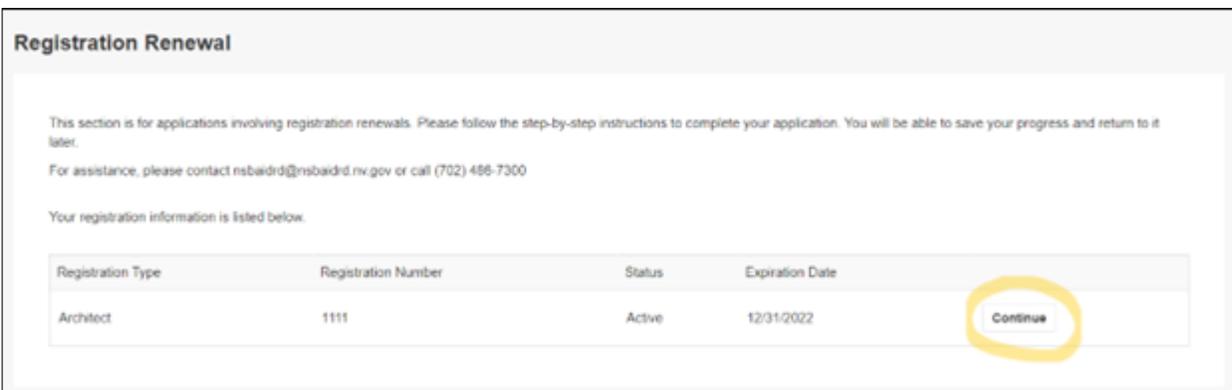
[Sign In](#) [Forgot Password](#)

[New to this site? Activate now](#)

3. Once you are logged into your account, you will see your registration information on the Home page. Click Registration Renewal on the menu on the left.



4. On the Registration Renewal page, click the Continue button.



5. Steps 1 and 2: Review all personal and employment information. Make corrections as needed. Click the Save and Continue button to advance to the next page.

6. Step 3: Status Change Request. Choose Active under "Requested Status." If you would like to change your status to retired or inactive, please contact the board office.

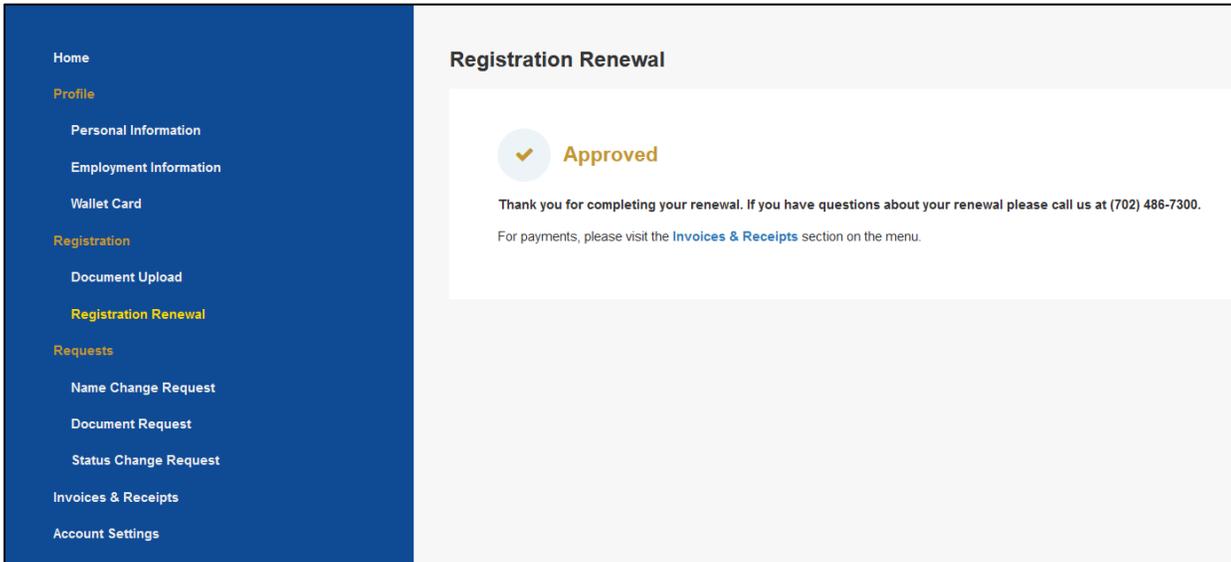
7. Step 4: Mailing Information and Additional Information. Review and make changes as needed.

8. Step 5: Declarations. Answer all declarations, include additional information and upload supporting documents as needed.

9. Step 6: Attestations. Check boxes attesting to statements.

10. Step 7: Payment. Select "Credit Card" under method of payment. If you need to pay by another method, please contact the board office.

11. When your payment is completed, you will be redirected to an approval page. You can print your receipt and wallet card using the menu on the left.



If you have any issues or need help, please call the board office at 702-486-7300.