

OpenVPN - Create a new user

To follow this procedure you need administrative access to the OPNSense firewall.

Create user

- Navigate to:
 - System -> Access -> User
- Click on the + (Add) button

This will open a form where you can configure the new user.

Configure User Details

Fill in the required fields:

- **Username**
- **Password**
- (Optional) Description or additional details

These credentials will be used by the user to connect to the VPN.

Edit User

[full help](#)

Defined By	user
uid	2003
Disabled	☐
Username	test.user
Password	
Scrambled Password	☐
Full name	Test User
E-mail	test@user.com
Comment	
Preferred landing page	
Language	English
Login shell	Default (none for all but root)
Expiration date	
Group membership	vpn_users

CancelSave

It's fundamental to add the user to the vpn_users group under Group membership. Without this step, the user will not be able to access the VPN.

Create / Assign User Certificate

To allow OpenVPN authentication, a certificate must be associated with the user.

- Navigate to:
 - Trust -> **Certificates** section
 - Click “+ Add”

Fill in the fields:

- **Description:** name.surname
- **Issuer:** select your CA (e.g. *OpenVPN-auth*)
- **Lifetime:** 18262

- **Common name:** name.surname

Save the certificate.

Edit Certificate ×

Method	Create an internal Certificate
Description	test.user
Key	
Type	Client Certificate
Private key location	Save on this firewall
Key type	RSA-2048
Digest Algorithm	SHA256
Issuer	OpenVPN_auth
Lifetime (days)	18262
General	
Country Code	Switzerland
State or Province	
City	
Organization	
Organizational Unit	
Email Address	
Common Name	test.user

Cancel Save

Export OpenVPN Configuration

After creating the user you can now generate the client configuration file.

- Go to:
VPN → OpenVPN → Client Export

You will see the list of users where you can download the configuration, it will download a .ovpn file.

Install and Configure OpenVPN Client

On the user's device:

1. Install the **OpenVPN client**
(Windows / macOS / Linux / Mobile)
2. Import the `.ovpn` file
3. Enter:
 - **Username**
 - **Password**

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