The background is a dark chalkboard with various white chalk drawings. On the left, there is a large drawing of a microscope. In the top left, there is a drawing of a globe. In the bottom right, there are drawings of a percentage sign, an exclamation point, and a right-angle symbol. Other smaller sketches of geometric shapes and lines are scattered across the board.

Illinois State Board of Education

Educator Licensure Information System (ELIS)
Educator - Overview

Notice – This Webinar Is Being Recorded!

- This webinar is being recorded for future informational purposes
- Please do not provide any employee, personal, or vendor information
- The recording of the webinar will be located at the following web address:
<http://www.isbe.net/certification/default.htm>

Webinar Tips

- Please note, the subject matter of this webinar is a How To on the functions of ELIS. Educator trainings on licensure rules will be provided at a later date

Webinar Tips

- Tips for Listening
 - Computer speakers
 - Headset connected to a computer
 - Telephone

Webinar Tips

- Question and Answer
 - Question and answer session will be held at the end of the webinar
 - Type in your question and hit submit
 - All text questions are logged
 - Text questions will be posted in a Q&A document after the webinar
- Troubleshooting
 - If you are disconnected from the webinar at any time you can click the link that was provided to you in your e-mail, or you can re-register for the webinar to gain access

Agenda

- Welcome and Introductions
 - Key Team Members
- Background
 - Why the upgrade?
 - What is ELIS?
 - Benefits?
- Accessing ELIS through IWAS for Educators (ISBE Web Application Security)
 - Creation of account
 - Accessing ELIS
- Educator Home Page
 - Notifications
- Viewing Your Credentials

Agenda

- Educator Menu
 - Credentials
 - Degrees
 - Background
 - Testing
 - Images
 - Fees
 - Assignments
 - Evaluations
- Applying for a License, Endorsement, or Approval

Agenda

- Renewals
- Reinstatement
- Help/FAQ
- Questions/Comments

Welcome and Introductions

- ISBE Key Team Members

- Don Evans - Chief Operating Officer and Director of Human Resources
- Peter Godard – Chief Performance Officer
- Kellee Sullivan – Division Administrator, Educator Licensure
- John Shake – Division Administrator, Information Technology
- Vicki Phillips – Division Administrator, Preparation and Evaluation

- Presenter

- Travis Matthews – ELIS Subcontractor Staff – Hupp Information Technologies

Background

- Background – Why the upgrade?
 - Public Act 96-0107, the P-20 Longitudinal Education Data System Act : requires ISBE to establish a data warehouse that includes an educator identifier system with the ability to match educators to students
 - Combining ECS and TCIS into one system
 - Linking of data to ensure local educational agencies employ appropriately credentialed educators, in a timely manner
 - Reduce paper and manual processes

Background

- Background – What is ELIS?
 - Educator Licensure Information System
 - Allows all ISBE associated roles (Educators, Administrators, District Employees, Licensure Officers, ROE's, Public) to operate in one system
 - Educators may apply and maintain their credentials online via ELIS
 - Districts may view information on their educators, upload educator evaluation information, authorize approvals, and more via ELIS
 - Licensure Officers may entitle their candidates for ISBE credentials via ELIS

Background

- Background – Benefits?
 - Support districts in accurately characterizing the performance of teachers and administrators
 - Benefit institutions of higher education that prepare educators to fill positions requiring an ISBE credential
 - Provide timely and accurate information for state and federal reporting and other purposes
 - Provide educators with a clear and streamlined process to apply for and maintain their credentials

Accessing ELIS through IWAS for Educators

- ELIS will be accessed through the IWAS for Educators sign on system, linked from www.isbe.net
- IWAS stands for ISBE Web Application Security
- You will need to create a new account to access ELIS through IWAS for Educators, your ECS login information will no longer be valid
- In order to access ELIS via IWAS for Educators, please use the following steps

Accessing ELIS through IWAS for Educators



Illinois State Board of Education

Gery J. Chico, Chairman
Dr. Christopher Koch, State Superintendent



Follow us:

Site Map	Forms	Funding Opportunities	IWAS	Educator Credentials	FRIS Inquiry	Employment at ISBE	Division & Program Areas
--------------------------	-----------------------	---------------------------------------	----------------------	--------------------------------------	------------------------------	------------------------------------	--

Search ISBE  **Send ISBE a file**

 <p>ISBE Info</p> <ul style="list-style-type: none"> ISBE Agency Info Agency Programs Board Budget Division Descriptions Division Links Employment Govt/I Relations Rules / Waivers Task Forces & Committees 	 <p>Parents/Students</p> <ul style="list-style-type: none"> A-Z Index Career & Tech Ed Charter Schools Early Childhood English Language Learning Homeless Home Schooling School Health School Information Special Education Transportation 	 <p>Teachers/Administrators</p> <ul style="list-style-type: none"> Administrator A-Z EIS / SIS Innovation & Improvement Learning Supports Nutrition Programs Teacher A-Z Educator Licensure Preparation & Evaluation ROE Information 	 <p>Illinois Schools</p> <ul style="list-style-type: none"> Schools A-Z eReport Cards General State Aid IL Honor Roll IL School Code Interactive Report Cards Race to the Top Reports & Statistics Response to Intervention (Rtl) 	 <p>Learning Standards</p> <ul style="list-style-type: none"> Adequate Yearly Progress (AYP) Assessment and Test Information Common Core- Math and ELA Illinois Learning Stds NCLB Next Generation Science Stds Public School Recognition
--	---	--	--	---

Accessing ELIS through IWAS for Educators

ATTENTION: Educator Certification System (ECS) is now Educator Licensure Information System (ELIS). Please read carefully to access your certification information formerly found in ECS.

The ELIS System is accessible through the ISBE Web Based Security (IWAS).

IMPORTANT: If you currently report data through the IWAS System:

1. Go to www.isbe.net/iwas
2. Log into your account.
3. Go to the System Listings page.
4. Click on "Want to sign up for other systems" to access ELIS.

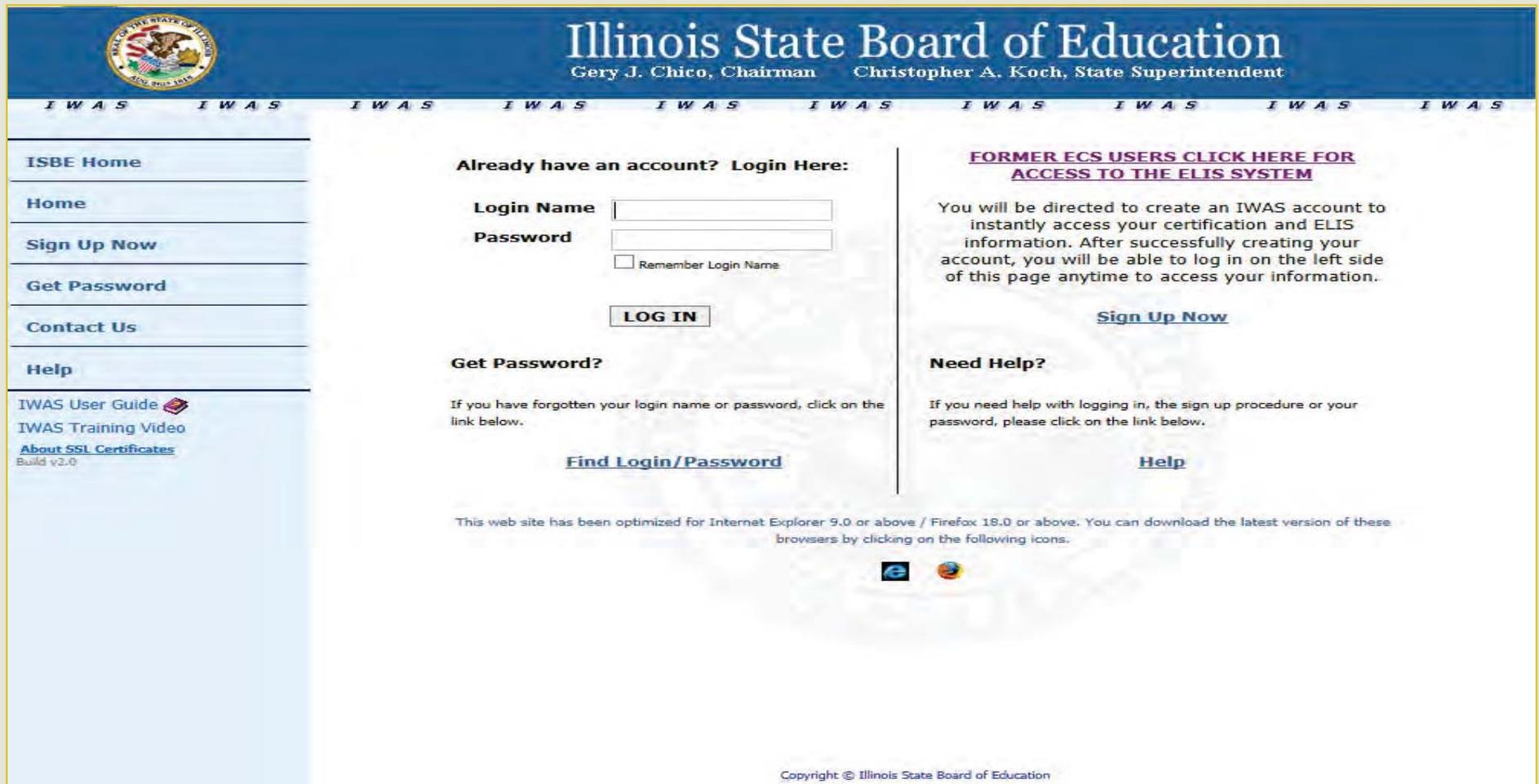
Educator Access

[Click here](#) to create your IWAS account to access your ELIS information for the first time.

Public Search

[Click here](#) to perform a search of public license information for educators in Illinois by using the City, District, School, or Educator Name.

Accessing ELIS through IWAS for Educators



The screenshot shows the Illinois State Board of Education (ISBE) website's login page for the Illinois Workforce Assessment System (IWAS). The page features a blue header with the ISBE logo and the names of the Chairman and State Superintendent. Below the header is a navigation menu with links for Home, Sign Up Now, Get Password, Contact Us, and Help. The main content area is divided into two columns. The left column contains a login form with fields for Login Name and Password, a Remember Login Name checkbox, and a LOG IN button. Below the login form is a 'Get Password?' section with a link to 'Find Login/Password'. The right column contains a section for 'FORMER ECS USERS' with a link to 'ACCESS TO THE ELIS SYSTEM' and a 'Sign Up Now' button. Below this is a 'Need Help?' section with a 'Help' link. At the bottom of the page, there is a footer with a copyright notice and browser optimization information.

 **Illinois State Board of Education**
Gery J. Chico, Chairman Christopher A. Koch, State Superintendent

I W A S I W A S I W A S I W A S I W A S I W A S I W A S I W A S I W A S I W A S

ISBE Home

Home

Sign Up Now

Get Password

Contact Us

Help

[IWAS User Guide](#) 

[IWAS Training Video](#)

[About SSL Certificates](#)
Build v2.0

Already have an account? Login Here:

Login Name

Password

Remember Login Name

LOG IN

Get Password?

If you have forgotten your login name or password, click on the link below.

[Find Login/Password](#)

FORMER ECS USERS CLICK HERE FOR ACCESS TO THE ELIS SYSTEM

You will be directed to create an IWAS account to instantly access your certification and ELIS information. After successfully creating your account, you will be able to log in on the left side of this page anytime to access your information.

[Sign Up Now](#)

Need Help?

If you need help with logging in, the sign up procedure or your password, please click on the link below.

[Help](#)

This web site has been optimized for Internet Explorer 9.0 or above / Firefox 18.0 or above. You can download the latest version of these browsers by clicking on the following icons.

Copyright © Illinois State Board of Education

Accessing ELIS through IWAS for Educators



Illinois State Board of Education
Gery J. Chico, Chairman Christopher A. Koch, State Superintendent

I W A S I W A S I W A S I W A S I W A S I W A S I W A S I W A S I W A S I W A S

IWAS for Educators Account Sign Up

Required

First Name 

Last Name 

Date of Birth 

Social Security Number  No hyphens

Or

IEIN 

Login Name  

Password  

Confirm Password  

Email Address  

Secret Question  

Answer  

Copyright © Illinois State Board of Education

ISBE Home

Home

Sign Up Now

Get Password

Contact Us

Help

[IWAS User Guide](#) 

[IWAS Training Video](#)

[About SSL Certificates](#)

Build v2.0

Accessing ELIS through IWAS for Educators

The screenshot shows the 'IWAS for Educators Account Sign Up' page. The header includes the Illinois State Board of Education logo and the names of the Chairman and State Superintendent. A navigation menu on the left lists links like 'ISBE Home', 'Home', 'Sign Up Now', 'Get Password', 'Contact Us', and 'Help'. The main form area contains several input fields with labels and validation icons (red arrows and question marks). The fields are: First Name (Jonathan), Last Name (TestEducator), Date of Birth (1/1/1980), Social Security Number (empty, with a note 'No hyphens'), IEIN (2014329), Login Name (JTEducator), Password (masked with dots), Confirm Password (masked with dots), Email Address (test@testmail.com), Secret Question (Question), and Answer (Answer). At the bottom, there are 'Continue >>' and 'Cancel' buttons. A copyright notice for the Illinois State Board of Education is at the very bottom.

Illinois State Board of Education
Gery J. Chico, Chairman Christopher A. Koch, State Superintendent

IWAS for Educators Account Sign Up

First Name  Required

Last Name 

Date of Birth 

Social Security Number  No hyphens

Or

IEIN 

Login Name  

Password  

Confirm Password  

Email Address  

Secret Question  

Answer  

Copyright © Illinois State Board of Education

Accessing ELIS through IWAS for Educators



The screenshot shows the user interface for the Illinois State Board of Education's IWAS for Educators account. At the top left is the official seal of the State of Illinois. To its right, the text reads "Illinois State Board of Education" in a large serif font, with "Gery J. Chico, Chairman" and "Christopher A. Koch, State Superintendent" listed below in a smaller font. A decorative horizontal line with the letters "I W A S" repeated across it separates the header from the main content. Below this line, the text "Login: JTEDUCATOR" is visible on the left. The main content area features a red welcome message: "Welcome Jonathan TestEducator to your personal IWAS for Educators account." Below the message is a paragraph: "From this page you can click on the 'Continue' button to access all of your credentials online." A prominent "Continue >>" button is centered on the page. On the left side, there is a vertical navigation menu with buttons for "Home", "Edit Profile", "Change Password", "Contact Us", "Help", and "Logout". At the bottom of this menu, there are links for "IWAS Training Video" and "About SSL Certificates", with "Build v2.0" noted below.

 Illinois State Board of Education
Gery J. Chico, Chairman Christopher A. Koch, State Superintendent

I W A S I W A S I W A S I W A S I W A S I W A S I W A S I W A S I W A S I W A S

Login: JTEDUCATOR

Welcome Jonathan TestEducator to your personal IWAS for Educators account.

From this page you can click on the "Continue" button to access all of your credentials online.

[Continue >>](#)

Home

Edit Profile

Change Password

Contact Us

Help

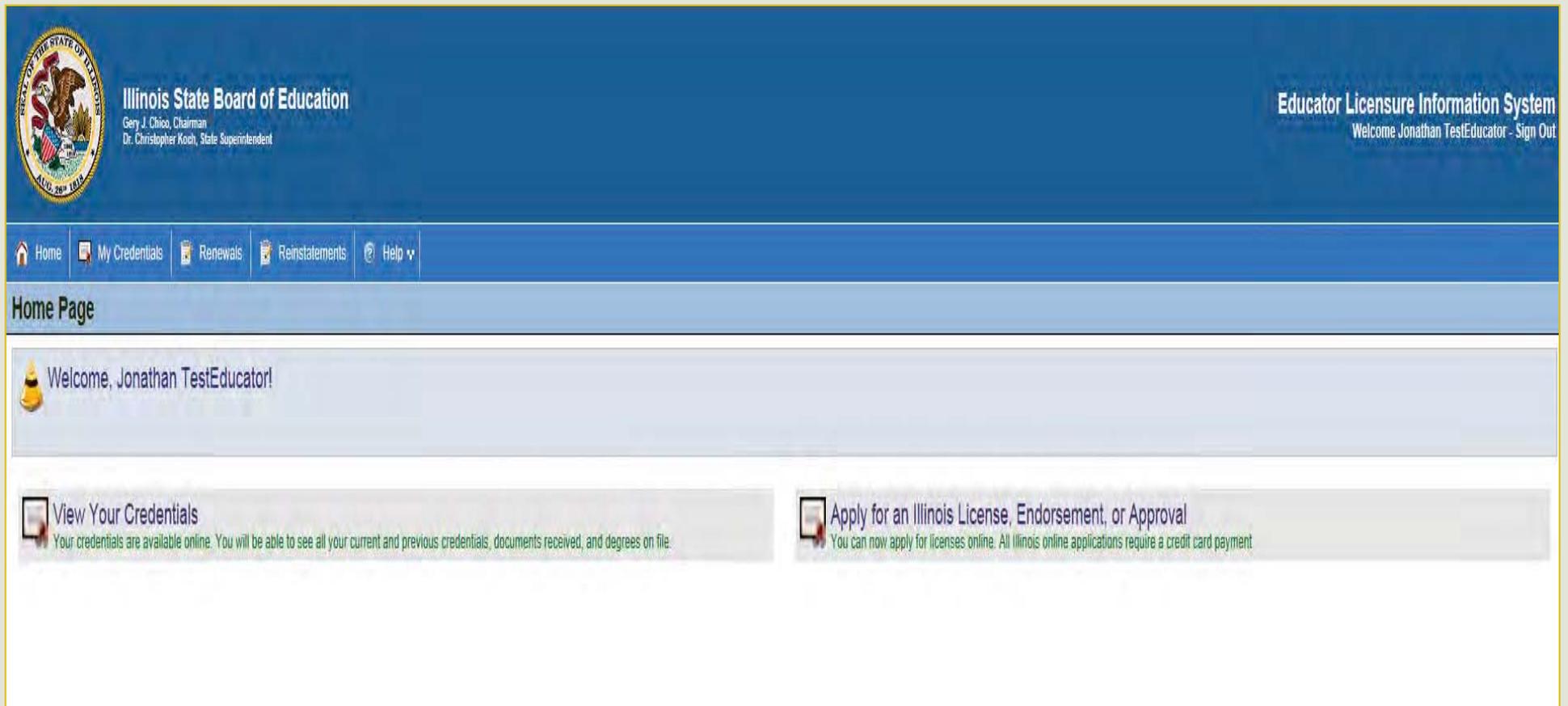
Logout

IWAS Training Video

[About SSL Certificates](#)

Build v2.0

Accessing ELIS through IWAS for Educators



The screenshot displays the homepage of the Illinois State Board of Education's Educator Licensure Information System (ELIS). The page features a blue header with the Illinois State Board of Education logo on the left, the system name and user information on the right, and a navigation menu below. The main content area includes a welcome message for Jonathan TestEducator and two prominent action buttons: 'View Your Credentials' and 'Apply for an Illinois License, Endorsement, or Approval'.

Illinois State Board of Education
Gery J. Chico, Chairman
Dr. Christopher Koch, State Superintendent

Educator Licensure Information System
Welcome Jonathan TestEducator - Sign Out

Home | My Credentials | Renewals | Reinstatements | Help

Home Page

Welcome, Jonathan TestEducator!

View Your Credentials
Your credentials are available online. You will be able to see all your current and previous credentials, documents received, and degrees on file.

Apply for an Illinois License, Endorsement, or Approval
You can now apply for licenses online. All Illinois online applications require a credit card payment.

Accessing ELIS through IWAS for Educators

- Going forward, you will simply need to click on the Educator Credentials link on www.isbe.net, and enter your login and password, then hit Continue
- ELIS will launch in a new window
- IWAS will be used to update account information or to change your password

Accessing ELIS through IWAS for Educators

The screenshot shows the 'My Profile (For ALL Systems)' page for an educator. The page header includes the Illinois State Board of Education logo and the names of the Chairman and Superintendent. A navigation menu on the left contains links for Home, Edit Profile, Change Password, Contact Us, Help, Logout, IWAS Training Video, and About SSL Certificates. The main content area is titled 'ELIS for Educators' and contains a message about pre-filled fields. Below this is the 'My Profile' form, which includes fields for IEIN, First Name, Middle Name, Last Name, RCDT, School, Title, Entity Name, Address 1, Address 2, City, State, Zip, Phone, Fax, Summer Phone, Email, Broadcast Email, and Email Type. The form is partially filled with test data, and several fields have red asterisks indicating they are required. The form also includes 'Submit' and 'Clear' buttons and a copyright notice for the Illinois State Board of Education.

Illinois State Board of Education
Gery J. Chico, Chairman Christopher A. Koch, State Superintendent

ELIS for Educators

If you have signed up for any of the applications at this site you may notice some of the fields are pre-filled if the information required is common to both of the systems.

My Profile (For ALL Systems)

Required

IEIN 2014329

First Name Jonathan

Middle Name

Last Name TestEducator

RCDT (No Dashes) Find District

School (No Dashes) Find School

Title

Entity Name

Address 1

Address 2

City

State

Zip Ex. 00000-0000

Phone ext. Ex. 10 digits or 000-000-0000

Fax ext. Ex. 10 digits or 000-000-0000

Summer Phone ext. Ex. 10 digits or 000-000-0000

Email test@testmail.com

Broadcast Email NO -- Do not send system messages to this email address

Email Type Text

Submit **Clear**

Copyright © Illinois State Board of Education

Accessing ELIS through IWAS for Educators

The screenshot displays the Illinois State Board of Education (ISBE) IWAS portal. At the top, the ISBE logo is on the left, and the text "Illinois State Board of Education" is centered, with "Gery J. Chico, Chairman" and "Christopher A. Koch, State Superintendent" listed below it. A navigation bar contains the text "IWAS" repeated across the width. Below this, a user is logged in as "JTEducator". A sidebar on the left lists navigation options: Home, Edit Profile, Change Password, Contact Us, Help, and Logout. The main content area is titled "Change Password" and contains a form with the following fields: "Login Name" (JTEducator), "Current Password", "New Password", and "Confirm Password". Each password field has a help icon. A note states: "It is recommended to select a strong password which helps prevent any unauthorized access to your IWAS account. Passwords are case sensitive. To continue changing the password, provide your current password and choose a new password then confirm your new password." A note next to the "New Password" field says "Six characters minimum, case sensitive." At the bottom of the form are "Submit" and "Cancel" buttons. A large, faint watermark of the ISBE seal is visible in the background. The footer contains the text "Copyright © Illinois State Board of Education".

Illinois State Board of Education
Gery J. Chico, Chairman Christopher A. Koch, State Superintendent

I W A S I W A S I W A S I W A S I W A S I W A S I W A S I W A S I W A S I W A S

Login: JTEducator [Change Password](#) [Change Secret Question](#) [Change Both](#)

Change Password

Login Name JTEducator ?

Current Password ?

It is recommended to select a strong password which helps prevent any unauthorized access to your IWAS account. Passwords are case sensitive. To continue changing the password, provide your current password and choose a new password then confirm your new password.

New Password ? Six characters minimum, case sensitive.

Confirm Password ?

Copyright © Illinois State Board of Education

Educator Home Page

- Displays notifications, action items, and the user menu

The screenshot shows the home page of the Illinois State Board of Education's Educator Licensure Information System. The page features a blue header with the Illinois State Board of Education logo on the left, which includes the text "SEAL OF THE STATE OF ILLINOIS" and "1818". To the right of the logo, the text reads "Illinois State Board of Education", "Gary J. Chico, Chairman", and "Dr. Christopher Koch, State Superintendent". On the far right of the header, it says "Educator Licensure Information System" and "Welcome Jonathan TestEducator - Sign Out". Below the header is a navigation bar with links for "Home", "My Credentials", "Renewals", "Reinstatements", and "Help". The main content area is titled "Home Page" and contains a welcome message: "Welcome, Jonathan TestEducator!". Below the welcome message are two action items: "View Your Credentials" with the subtext "Your credentials are available online. You will be able to see all your current and previous credentials, documents received, and degrees on file." and "Apply for an Illinois License, Endorsement, or Approval" with the subtext "You can now apply for licenses online. All Illinois online applications require a credit card payment."

Educator Home Page - Notifications

- Various notifications can be shown on your Educator Home Page
- These may include deficiency letters waiting to be reviewed, licenses that have been issued, notifications to apply for an entitlement, and renewal/reinstatement messages
- An e-mail will be sent when a new notification is present on your home page

Educator Home Page - Notifications



Illinois State Board of Education

Gery J. Chioo, Chairman
Dr. Christopher Koch, State Superintendent

Educator Licensure Information System

Welcome Roxane Denton - Sign Out

[Home](#) [My Credentials](#) [Renewals](#) [Reinstatements](#) [Help](#) ▾

Home Page



Welcome, Jonathan TestEducator!



View Your Credentials

Your credentials are available online. You will be able to see all your current and previous credentials, documents received, and degrees on file.



Review Your Documents

Click here to review the list of documents available to you for printing. This list will include licenses, receipts, and letters.



Apply for an Illinois License, Endorsement, or Approval

You can now apply for licenses online. All Illinois online applications require a credit card payment.

Educator Menu

- You can access information related to your credentials and the application process via the Educator menu, which is accessed by clicking on the My Credentials tab

Educator Menu

The screenshot displays the Illinois State Board of Education website. At the top left is the seal of the State of Illinois, featuring an eagle with a shield, holding an olive branch and arrows, with a banner that reads 'STATE SOVEREIGN, NATIONAL UNION'. The seal is encircled by the text 'SEAL OF THE STATE OF ILLINOIS' and 'AUG. 26th 1818'. To the right of the seal, the text reads 'Illinois State Board of Education', 'Gery J. Chico, Chairman', and 'Dr. Christopher Koch, State Superintendent'. Below this is a navigation bar with icons and labels for 'Home', 'My Credentials', 'Educator', 'Renewals', 'Reinstatements', and 'Help'. The 'Educator' menu is expanded, showing a list of options: 'Credentials', 'Degrees', 'Background', 'Testing', 'Images', 'Fees', 'Assignments', and 'Evaluations'. On the left side of the page, there is a 'Credentials' section with a link for 'Add Communication Record' and a 'Licenses' button at the bottom.

Educator Menu – Credential Screen

- Educator Credential Screen
 - Ability to view:
 - Licenses
 - Endorsements
 - Approvals
 - Designations

Educator Menu - Degrees

- The Educator > Degrees screen allows you to view degree information for educators

The screenshot displays the Illinois State Board of Education's Educator Licensure Information System. The header includes the board's logo, name, and leadership. The main navigation bar contains links for Home, My Entitlements, Search, Educator, and Help. The page title is "Educator Degrees" and the breadcrumb trail is "Home > Educator".

The educator's profile is divided into three sections:

- Primary Information:** Full Name: Robert TestEducator, IEIN: 2014327, SSN: ***-**-0000, DOB: 1/1/1980, Gender: , Maiden: .
- Contact Information:** Address: RR1 Box 26, City State, Zip: Waggoner IL, 62572, Email: test@test.com, Primary Phone: (217) 888-8888, Secondary Phone: .
- Miscellaneous Information:** Race: , Status: Active, Deceased: No.

There are links for "Add Communication Record" and "Click Here to Edit Educator".

The "Degrees" section contains a table with the following data:

Country	State	Institution	Degree	Major One	Major Two	Major Three	Degree Date
US	IL	Univ Of Ill Urbana/Champaign	B	Elementary Education			06/01/2013

Educator Menu - Background

- You can view results of a background check on the Background screen

Background Check Results											
Submitted	Payment	Source	Physical	TB Test	Employment Eligibility	Mandated Reporter	Criminal Background	State Fingerprints	FBI Date	Created	Updated
4/4/2013	Credit Card	FBI	Yes	Yes	Yes	No	1/1/2008	1/1/2007	4/7/2013	bob.archer - 04/07/2013	bob.archer - 04/07/2013

Educator Menu - Testing

- The Educator>Testing screen shows you all test results

Test Description	Test Date	Passed Test?
Before July 1, 2004, Elementary/Middle Grades	07/01/2003	Yes
Before September 11, 2010 Basic Skills	05/10/2001	Yes

Note: You cannot delete imported tests.

Educator Menu - Images

- The Educator>Images menu displays the images on file for an Educator

ID	Document	Viewed?	Description	Page Count	Country	State	Institution
44	73-01	Yes	App for Alternative Certificate	2			
41	1001	Yes	Test Document	1			

Educator Menu - Fees

- You can view the fees that you have paid on the Fees screen

Fees								
View	ID	Method	Fee	App ID	App	Return Reason	Amount	Balance
View	35	CC	EVAL				75.00	

Educator Menu - Assignments

- You can view your current and previous assignments on the Assignments screen

Assignment											
Year	Region Code	Region	County	District Code	District	Site Code	Site	Create Date	Created By	Update Date	Updated By
2006	51	SANGAMON ROE	Sangamon	0100	Auburn CUSD 10	0000		08/14/2006	sysadmin	08/14/2006	sysadmin
2007	51	SANGAMON ROE	Sangamon	0100	Auburn CUSD 10	0000		06/07/2007	sysadmin	06/07/2007	sysadmin
2008	51	SANGAMON ROE	Sangamon	0100	Auburn CUSD 10	2003	Auburn Elem School	07/08/2008	sysadmin	07/08/2008	sysadmin
2009	51	SANGAMON ROE	Sangamon	0100	Auburn CUSD 10	2003	Auburn Elem School	07/09/2009	sysadmin	07/09/2009	sysadmin
2010	51	SANGAMON ROE	Sangamon	0100	Auburn CUSD 10	2003	Auburn Elem School	08/10/2010	sysadmin	08/10/2010	sysadmin
2011	51	SANGAMON ROE	Sangamon	0100	Auburn CUSD 10	2003	Auburn Elem School	08/04/2011	sysadmin	08/04/2011	sysadmin
2012	51	SANGAMON ROE	Sangamon	0100	Auburn CUSD 10	2003	Auburn Elem School	07/25/2012	sysadmin	07/25/2012	sysadmin
2013	51	SANGAMON ROE	Sangamon	0100	Auburn CUSD 10	2004	Auburn Middle School	02/08/2013	sysadmin	02/08/2013	sysadmin

Applying for a License, Endorsement, or Approval

- You can launch the online educator application process from your ELIS home screen
- Click on the notification that states “Apply for an Illinois License, Endorsement, or Approval”

Applying for a License, Endorsement, or Approval

The screenshot shows the homepage of the Illinois State Board of Education's Educator Licensure Information System. The header is dark blue and contains the state seal on the left, the board's name and leadership in the center, and the system name and user information on the right. Below the header is a navigation bar with icons for Home, My Credentials, Renewals, Reinstatements, and Help. The main content area is light blue and features a welcome message for 'Jonathan TestEducator!'. At the bottom, there are two prominent buttons: 'View Your Credentials' and 'Apply for an Illinois License, Endorsement, or Approval', each with a brief description of the service.

 **Illinois State Board of Education**
Gery J. Chico, Chairman
Dr. Christopher Koch, State Superintendent

Educator Licensure Information System
Welcome Jonathan TestEducator - Sign Out

[Home](#) [My Credentials](#) [Renewals](#) [Reinstatements](#) [Help](#) ▾

Home Page

 Welcome, Jonathan TestEducator!

 **View Your Credentials**
Your credentials are available online. You will be able to see all your current and previous credentials, documents received, and degrees on file.

 **Apply for an Illinois License, Endorsement, or Approval**
You can now apply for licenses online. All Illinois online applications require a credit card payment.

Apply for a License, Endorsement, or Approval

Educator: Jonathan TestEducator.

Step 1 – Introduction and Overview

This wizard will lead you through the application process. Answering the questions will help direct you to the appropriate Illinois credential for which you should apply.

For more information about Illinois licenses, click on the following link: <http://www.isbe.net/adteach.htm>.

Click "Next" below when you are ready to start the application wizard.

- Continue - Please continue the wizard
- Cancel - Please cancel the wizard

Next



Apply for a License, Endorsement, or Approval

Educator: Jonathan TestEducator.

The first step to submitting your Illinois license application is to determine your application type. Please select your desired application type from the list below.

- apply for new license
- apply for an approval
- apply for a paraprofessional endorsement
- apply for a substitute license

Click the "Next" button once you have made a selection.

- Continue - Please continue the wizard
- Cancel - Please cancel the wizard

 Previous

Next



Apply for a License, Endorsement, or Approval

- Depending on which path you choose in Step 2, you will be asked to answer a set of specific questions in order to ensure that you are applying for the correct credential
- You will then be asked to verify your name and contact information

Applying for a License, Endorsement, or Approval

SSN: *

First Name:

Middle Initial:

Last Name:

Maiden Name:

Suffix:

Gender:

Birth Date: MM/DD/YYYY

Once you have entered the required data, click the "Next" button.

Continue - Please continue the wizard

Cancel - Please cancel the wizard

[← Previous](#) [Next →](#)

Applying for a License, Endorsement, or Approval

Mailing Address:

City:

Country Code:

State Code:

Zip Code:

Zip Plus4:

Updated: bob.archer - 6/3/2013 2:57:08 PM
Created: bob.archer - 6/3/2013 2:57:08 PM

Once you have entered the required data, click the "Next" button.

Continue - Please continue the wizard
 Cancel - Please cancel the wizard

[Previous](#) [Next](#)

Apply for a License, Endorsement, or Approval

Primary Phone: (217) 878 - 3135 ext. *

Secondary Phone: () -

Primary Email Address: *

Secondary Email Address:

Updated: bob.archer - 6/3/2013 2:57:08 PM
Created: bob.archer - 6/3/2013 2:57:08 PM

Once you have entered the required data, click the "Next" button.

Save - Please save the profile information.
 Cancel - Please cancel the wizard

 Previous Next 

Apply for a License, Endorsement, or Approval

- You will then be asked to answer a series of legal questions

Apply for a License, Endorsement, or Approval

Please answer the following required questions of the Criminal History Disclosure Statement.

Yes	No	Question
<input type="radio"/>	<input type="radio"/>	Have you ever had a certificate denied, suspended, or revoked in Illinois or any other state?
<input type="radio"/>	<input type="radio"/>	Have you ever been convicted of a felony, or any sex, narcotics, or drug offense in Illinois or any other state?
<input type="radio"/>	<input type="radio"/>	Have you failed to file a tax return with the Illinois Department of Revenue, or failed to pay any tax, penalty, or interest owed or any final assessment of same for any tax as required by law and administered by that Department that was not subsequently resolved to the Department's satisfaction?
<input type="radio"/>	<input type="radio"/>	Have you ever been indicated as a perpetrator of child abuse or neglect by a state agency responsible for child welfare? (Note: You must answer "Yes" to this question even if the report was removed from the State Central register due to expiration of the retention period, but you may answer "No" to this question if the finding was reversed on appeal.)
<input type="radio"/>	<input type="radio"/>	Are you in default on an Illinois student loan for which you have failed to establish a satisfactory repayment plan with the Illinois Student Assistance Commission?
<input type="radio"/>	<input type="radio"/>	I confirm I am the person who completed the approved program, and that I answered the background questions above honestly.

Once you have answered the background questions, click the "Next" button.

Continue - Please continue the wizard
 Cancel - Please cancel the wizard

[← Previous](#) [Next →](#)

Apply for a License, Endorsement, or Approval

- Payment must be made online with a credit/debit card

Apply for a License, Endorsement, or Approval

Candidate Entitlement Application - Step 6 of 8

Please enter your payment information and click "Next".

Fee Type:

Payment Type:

Credit Card #: * no spaces or dashes

Expiration Date: * (Example: 08/2011)

Verification Code:

Please provide the name on the credit card. You must also provide the billing address for the credit card being used, and this address must match the address on the credit card statement (the holder of the credit card's address, not the bank's address).

Name on Credit Card:

Credit Card Street:

Credit Card Zip:

Amount:

Registration Fee:

Processing Fee:

Total App Fee:

Once you have entered the required data, click the "Next" button.

Save - Please save the fee information

Cancel - Please cancel the wizard

[Previous](#) [Next](#)

Apply for a License, Endorsement, or Approval

- The last screen before you submit will be a summary of the information you entered, with the ability to edit any incorrect information

Apply for a License, Endorsement, or Approval

Please review the information below. Once you have reviewed the information, click the "Apply" button. By clicking the "Apply" button, you are electronically signing this application and authorizing the Illinois State Board of Education to charge your credit card for the listed application amount. All payments are non-refundable.

Profile	Name: Robert TestEducator Gender: unknown Print Name: unknown	Maiden: unknown Birth Date: 1/1/1980	(edit)
Address	Address 1: RR1 Box 26 City State, Zip: Waggoner IL, 62572 Country: US		(edit)
Contact	Work Phone: (217) 888-8888 Email Address: test@test.com		(edit)
Payment	Credit Card #: *****7458 Expiration Date: 10/2014 CC Verification: 078 CC Name: Robert TestEducator CC Street: 123 Main Street CC Zip: 61747 Amount: \$127.00		(edit)
Region	Region: 51 - SANGAMON ROE		(edit)

.....

Once you have reviewed the information, click the "Apply" button to submit your application. After clicking the "Apply" button, it may take up to one minute to approve the transaction. Do not refresh the screen or click on any buttons or you may be double charged.

Apply - Please accept my credential application
 Cancel - Please cancel the wizard

[Previous](#) [Apply](#)

Apply for a License, Endorsement, or Approval

- Once you submit your application, your license will either be issued or routed to ISBE for further evaluation
- You will receive an e-mail notification when items such as a deficiency letter or an issued license is ready for you to view
- To view the item, click on the Review Your Documents link on the educator home page

Apply for a License, Endorsement, or Approval

The screenshot shows the homepage of the Illinois State Board of Education's Educator Licensure Information System. The header is dark blue with the board's logo on the left and the system name on the right. Below the header is a navigation bar with links for Home, My Credentials, Renewals, Reinstatements, and Help. The main content area is light blue and features a welcome message for Jonathan TestEducator. There are three main action buttons: 'View Your Credentials', 'Apply for an Illinois License, Endorsement, or Approval', and 'Review Your Documents'. Each button includes a small icon and a brief description of the service.

Illinois State Board of Education
Gery J. Chico, Chairman
Dr. Christopher Koch, State Superintendent

Educator Licensure Information System
Welcome Roxane Denton - Sign Out

Home | My Credentials | Renewals | Reinstatements | Help

Home Page

Welcome, Jonathan TestEducator!

View Your Credentials
Your credentials are available online. You will be able to see all your current and previous credentials, documents received, and degrees on file.

Apply for an Illinois License, Endorsement, or Approval
You can now apply for licenses online. All Illinois online applications require a credit card payment.

Review Your Documents
Click here to review the list of documents available to you for printing. This list will include licenses, receipts, and letters.

Apply for a License, Endorsement, or Approval

- Clicking on the Review Your Documents notification will take you to your educator document history screen
- This screen is where you go to access any documents that have been sent to you, such as deficiency letters

Apply for a License, Endorsement, or Approval

Document History Information

License Document History

View	IEIN	Educator	License	License Status	Queued Date	Queued By	Processed Date	Processed By	Delete	Address
No Records Found										

Deficiency/Letter Document History

View	IEIN	Educator	License	License Status	Queued Date	Queued By	Processed Date	Processed By	Delete	Address
No Records Found										

Renewing or Registering a License

- You will receive an e-mail notification when your license is up for renewal
- In order to start the process of renewing your license, click on the Renew or Register Your Credentials notification on your educator home page

Renewing or Registering a License

The screenshot shows the homepage of the Illinois State Board of Education's Educator Licensure Information System. The header is blue and contains the board's logo on the left, its name and leadership in the center, and the system name and a user greeting on the right. A navigation bar below the header includes links for Home, My Credentials, Renewals, Reinstatements, and Help. The main content area is titled "Home Page" and features a personalized welcome message for Jennifer L. TestEducator. Below this are three main action buttons: "View Your Credentials", "Apply for an Illinois License, Endorsement, or Approval", and "Renew or Register Your Credentials". Each button includes a brief description of the service.

 **Illinois State Board of Education**
Gery J. Chico, Chairman
Dr. Christopher Koch, State Superintendent

Educator Licensure Information System
Welcome Roxane Denton - Sign Out

Home My Credentials Renewals Reinstatements Help

Home Page

 Welcome, Jennifer L. TestEducator!

 **View Your Credentials**
Your credentials are available online. You will be able to see all your current and previous credentials, documents received, and degrees on file.

 **Apply for an Illinois License, Endorsement, or Approval**
You can now apply for licenses online. All Illinois online applications require a credit card payment.

 **Renew or Register Your Credentials**
Click here to renew or register your Illinois educator credentials. Most renewal applications can be submitted electronically. Some applications must be reviewed before they will be renewed. All online applications require a credit card payment.

Renewing or Registering a License

- Clicking the notification will take you to the Educator License Renewal List screen
- From here, click on the Click Here to Renew License link

Renewing or Registering a License

Educator License Renewal List

Licenses Eligible for Renewal

License	License Number	Status	Issue Date	Expire Date	Renew Date
PEL - Professional Educator License	2004719	Issued	08/12/2002	07/01/2012	07/01/2012
PEL - Professional Educator License	2237329	Issued	03/03/2008	07/01/2012	07/01/2012

[Click Here to Renew Licenses](#)

If the expiration date for your license on your "My Credentials" page is set to July 1st of this year or earlier, then you have licenses that can be renewed. If those licenses do not appear here, then those credentials are not eligible for online renewal. In this case (and this case only), you should submit a paper application.

If you have already renewed online (or previously submitted a paper renewal application), then your "My Credentials" page will show either an issued credential with an expiration date past July 1st of this year or your old credential along with a new credential that is "pending review." If you have a license that is pending review (or a newly issued license with an expiration date past July 1st of this year), then you DO NOT have to do anything further to renew your credentials.

Renewing or Registering a License

- The Click Here to Renew License link will launch the Educator Renewal Wizard

Renewing or Registering a License

SSN: *

First Name: *

Middle Initial:

Last Name: *

Maiden Name:

Suffix:

Gender: v

Birth Date: MM/DD/YYYY

.....

Once you have entered the required data, click the "Next" button.

Continue - Please continue the wizard

Cancel - Please cancel the wizard

Next 

Renewing or Registering a License

Mailing Address: *

City: *

Country Code: *

State Code: *

Zip Code: *

Zip Plus4:

.....

Once you have entered the required data, click the "Next" button.

- Continue - Please continue the wizard
- Cancel - Please cancel the wizard

 Previous

Next 

Renewing or Registering a License

Primary Phone: () - ext. *

Secondary Phone: () -

Primary Email Address: *

Secondary Email Address:

.....
Once you have entered the required data, click the "Next" button.

- Save - Please save the profile information
- Cancel - Please cancel the wizard

 Previous

Next 

Renewing or Registering a License

Please answer the following required questions of the Criminal History Disclosure Statement.

Yes No Question

- Have you ever had a certificate denied, suspended, or revoked in Illinois or any other state?
- Have you ever been convicted of a felony, or any sex, narcotics, or drug offense in Illinois or any other state?
- Have you failed to file a tax return with the Illinois Department of Revenue, or failed to pay any tax, penalty, or interest owed or any final assessment of same for any tax as required by law and administered by that Department that was not subsequently resolved to the Department's satisfaction?
- Have you ever been indicated as a perpetrator of child abuse or neglect by a state agency responsible for child welfare? (Note: You must answer "Yes" to this question even if the report was removed from the State Central register due to expiration of the retention period, but you may answer "No" to this question if the finding was reversed on appeal.)
- Are you in default on an Illinois student loan for which you have failed to establish a satisfactory repayment plan with the Illinois Student Assistance Commission?
- I confirm I am the person who completed the approved program, and that I answered the background questions above honestly.

Once you have answered the background questions, click the "Next" button.

- Continue - Please continue the wizard
- Cancel - Please cancel the wizard

 Previous

Next 

Renewing or Registering a License

Please enter your payment information and click "Next".

Fee Type: REG - Reg Fee (FY2012 & after) (\$10.00) *
Payment Type: Credit Card *
Credit Card #: 4897521432597458 * no spaces or dashes
Expiration Date: 10/2014 * (Example: 08/2011)
Verification Code: 078 *

Please provide the name on the credit card. You must also provide the billing address for the credit card being used, and this address must match the address on the credit card statement (the holder of the credit card's address, not the bank's address).

Name on Credit Card: Jennifer L TestEducator *
Credit Card Street: 123 Main Street *
Credit Card Zip: 61747 *
Amount: 10.00 *
Registration Fee: \$50.00 *
Processing Fee: 2.00 *
Total App Fee: \$62.00 *

Once you have entered the required data, click the "Next" button.

Save - Please save the fee information
 Cancel - Please cancel the wizard

[← Previous](#) [Next →](#)

Renewing or Registering a License

Please select the region in which you would like to register your license and click the "Next" button.

Region: 

.....
Once you have entered the required data, click the "Next" button.

- Save - Please save the Region
- Cancel - Please cancel the wizard

 Previous

Next



Renewing or Registering a License

Please answer the following required questions of the Professional Development Disclosure Statement.

Yes No Question

1. I have met the professional development requirements for the current fiscal year. I have maintained the required evidence of completion and agree to submit upon request.
2. I confirm that I am the individual who holds the credential(s) being renewed and that I answered the above question honestly.

Once you have answered the professional development requirement questions, click on the "Next" button.

- Continue - Please continue the wizard
- Cancel - Please cancel the wizard

 Previous

Next



Renewing or Registering a License

Please review the information below. Once you have reviewed the information, click the Renew link. By clicking the renew link you are electronically signing this renewal application and authorizing the Illinois State Board of Education to charge your credit card for the listed renewal amount.

— Profile —		(edit)
Name: Jennifer L TestEducator	Maiden: unknown	
Gender: F	Birth Date: 11/16/1977	
Print Name: unknown		
— Address —		(edit)
Address 1: 123 Main St		
City State, Zip: Waggoner IL, 62572		
Country: US		
— Contact —		(edit)
Work Phone: (217) 367-2500		
Email Address: test@test.com		
— Payment —		(edit)
Credit Card #: *****7458		
Expiration Date: 10/2014		
CC Verification: 078		
CC Name: Jennifer L TestEducator		
CC Street: 123 Main Street		
CC Zip: 61747		
Amount: \$62.00		
— Region —		(edit)
Region: 51 - SANGAMON ROE		

Once you have reviewed the information, click on the "Next" button to renew your credentials. After clicking "Next", it may take up to one minute to approve the transaction. Do not refresh the screen or click on any buttons or you may be double charged.

- Renew - Please renew my credentials
 Cancel - Please cancel the wizard

 Previous

Next 

Renewing or Registering a License

Please review the following information.

Your online renewal application has been processed and your new license is now issued. [Click here to view your credential information.](#)

- Continue - Please continue the wizard
- Cancel - Please cancel the wizard

 Previous

Finish 

Renewing or Registering a License

- Clicking on the link from the last page of the Wizard will take you directly to your credential page to view your renewed license

Reinstating a License

- If your license is lapsed and you are eligible to reinstate, you will see a notification on your educator home page
- Click on the notification to start the reinstatement process
- You will then be taken to the Educator License Reinstatement List
- Click on [Click here to Reinstate License](#) in order to launch the Educator Reinstatement Wizard

Reinstating a License

The screenshot shows the homepage of the Illinois State Board of Education's Educator Licensure Information System. The header features the board's logo and name, along with the names of the Chairman and State Superintendent. A navigation menu includes links for Home, My Credentials, Renewals, Reinstatements, and Help. The main content area displays a personalized welcome message and three primary action buttons: 'View Your Credentials', 'Apply for an Illinois License, Endorsement, or Approval', and 'Reinstate Your Credentials'. Each button includes a brief description of the service.

Illinois State Board of Education
Gery J. Chioia, Chairman
Dr. Christopher Koch, State Superintendent

Educator Licensure Information System
Welcome Roxane Denton - Sign Out

Home My Credentials Renewals Reinstatements Help

Home Page

Welcome, Kathleen E. TestEducator!

View Your Credentials
Your credentials are available online. You will be able to see all your current and previous credentials, documents received, and degrees on file.

Apply for an Illinois License, Endorsement, or Approval
You can now apply for licenses online. All Illinois online applications require a credit card payment.

Reinstate Your Credentials
Click here to reinstate your Illinois educator credentials. Most reinstatement applications can be submitted electronically. Some applications must be reviewed before the credentials will be reinstated. All online applications require a credit card payment.

Reinstating a License

Educator License Reinstatement List

Licenses Eligible for Reinstatement

License	License Number	Status	Issue Date	Expire Date	Renew Date
PEL - Professional Educator License	1487541	Lapsed	08/31/1994	07/01/1995	01/01/1900

[Click Here to Reinstatement License](#)

Reinstating a License

SSN: *

First Name: *

Middle Initial:

Last Name: *

Maiden Name:

Suffix:

Gender: v

Birth Date: MM/DD/YYYY

.....

Once you have entered the required data, click the "Next" button.

Continue - Please continue the wizard

Cancel - Please cancel the wizard

Next 

Reinstating a License

Mailing Address: *

City: *

Country Code: *

State Code: *

Zip Code: *

Zip Plus4:

.....
Once you have entered the required data, click the "Next" button.

- Continue - Please continue the wizard
- Cancel - Please cancel the wizard

 Previous

Next



Reinstating a License

Primary Phone: () - ext. *

Secondary Phone: () -

Primary Email Address: *

Secondary Email Address:

.....
Once you have entered the required data, click the "Next" button.

- Save - Please save the profile information
- Cancel - Please cancel the wizard

 Previous

Next 

Reinstating a License

Please answer the following required questions of the Criminal History Disclosure Statement.

Yes No Question

-
- Have you ever had a certificate denied, suspended, or revoked in Illinois or any other state?

 - Have you ever been convicted of a felony, or any sex, narcotics, or drug offense in Illinois or any other state?

 - Have you failed to file a tax return with the Illinois Department of Revenue, or failed to pay any tax, penalty, or interest owed or any final assessment of same for any tax as required by law and administered by that Department that was not subsequently resolved to the Department's satisfaction?

 - Have you ever been indicated as a perpetrator of child abuse or neglect by a state agency responsible for child welfare? (Note: You must answer "Yes" to this question even if the report was removed from the State Central register due to expiration of the retention period, but you may answer "No" to this question if the finding was reversed on appeal.)

 - Are you in default on an Illinois student loan for which you have failed to establish a satisfactory repayment plan with the Illinois Student Assistance Commission?

-
- I do hereby affirm that the information provided above is true, correct and complete. Applicants who knowingly alter or misrepresent their qualifications in order to obtain a license shall be denied its issuance and may be subject to the suspension or revocation or all previously held licenses.
-

Once you have answered the background questions, click the "Next" button.

- Continue - Please continue the wizard
- Cancel - Please cancel the wizard

 Previous

Next 

Reinstating a License

Educator: Leslie TestEducator.

To reinstate your license, you must complete nine semester hours of coursework in areas aligning with your endorsement areas or pay a \$500 penalty fee. Please choose one of the following options:

-
- I have completed nine semester hours of coursework in the past five fiscal years in areas aligning with my endorsements.
 - I will pay a \$500 penalty fee in lieu of completing nine semester hours of coursework.
-

Click the "Next" button once you have made a selection.

- Continue - Please continue the wizard
- Cancel - Please cancel the wizard

 Previous

Next 

Reinstating a License

Educator: Leslie TestEducator.

-
- Transcripts showing completion of nine semester hours of coursework in my endorsement area(s) are already on file at ISBE.
 - I will be submitting new transcripts showing completion of the nine semester hours.
-

Click the "Next" button once you have made a selection.

- Continue - Please continue the wizard
- Cancel - Please cancel the wizard

 Previous

Next 

Reinstating a License

Educator: Leslie TestEducator.

To reinstate your license, you must complete nine semester hours of coursework in areas aligning with your endorsement areas or pay a \$500 penalty fee. Please choose one of the following options:

-
- I have completed nine semester hours of coursework in the past five fiscal years in areas aligning with my endorsements.
 - I will pay a \$500 penalty fee in lieu of completing nine semester hours of coursework.
-

Click the "Next" button once you have made a selection.

- Continue - Please continue the wizard
- Cancel - Please cancel the wizard

 Previous

Next 

Reinstating a License

Please enter your payment information and click "Next".

Fee Type: REIN - Reinstatement (\$500.00) *

Payment Type: Credit Card *

Credit Card #: 4897521432597458 * no spaces or dashes

Expiration Date: 10/2014 * (Example: 08/2011)

Verification Code: 078 *

Please provide the name on the credit card. You must also provide the billing address for the credit card being used, and this address must match the address on the credit card statement (the holder of the credit card's address, not the bank's address).

Name on Credit Card: Lisa TestEducator *

Credit Card Street: 123 Main Street *

Credit Card Zip: 61747 *

Amount: 500.00 *

Registration Fee: \$50.00 *

Processing Fee: 2.00 *

Total App Fee: \$552.00 *

Once you have entered the required data, click the "Next" button.

Save - Please save the fee information

Cancel - Please cancel the wizard

 Previous

Next 

Reinstating a License

Please select the region in which you would like to register your license and click the "Next" button.

Region: 

Once you have entered the required data, click the "Next" button.

- Save - Please save the Region
- Cancel - Please cancel the wizard

 Previous

Next



Reinstating a License

Please answer the following required questions of the Professional Development Disclosure Statement.

Yes No Question

1. I have met the professional development requirements for the current fiscal year. I have maintained the required evidence of completion and agree to submit upon request.
2. I confirm that I am the individual who holds the credential(s) being renewed and that I answered the above question honestly.

Once you have answered the professional development requirement questions, click on the "Next" button.

- Continue - Please continue the wizard
- Cancel - Please cancel the wizard

 Previous

Next



Reinstating a License

Please review the information below. Once you have reviewed the information click the Reinstatement link. By clicking the Reinstatement link you are electronically signing this Reinstatement application and authorizing the Illinois State Board of Education to charge your credit card for the listed Reinstatement amount.

— Profile [\(edit\)](#)

Name: **Lisa TestEducator**
Gender: **F**
Print Name: **unknown**
Maiden: **Sellers**
Birth Date: **4/28/1978**

— Address [\(edit\)](#)

Address 1: **RR1 Box 25**
City State, Zip: **Waggoner IL, 62572**
Country: **US**

— Contact [\(edit\)](#)

Work Phone: **(217) 555-5555**
Email Address: **test@test.com**

— Payment [\(edit\)](#)

Credit Card #: *******7458**
Expiration Date: **10/2014**
CC Verification: **078**
CC Name: **Lisa TestEducator**
CC Street: **123 Main Street**
CC Zip: **61747**
Amount: **\$552.00**

— Region [\(edit\)](#)

Region Code: **51**
Region: **51 - SANGAMON ROE**

Once you have reviewed the information, click on the "Next" button to re-instate your credentials. After clicking "Next", it may take up to one minute to approve the transaction. Do not refresh the screen or click on any buttons or you may be double charged.

- Reinstatement - Please Re-instate my credentials
 Cancel - Please cancel the wizard

[← Previous](#)

[Next →](#)

Reinstating a License

Please review the following information.

Your online reinstatement application has been processed and is now pending review by a licensing specialist. Applications are processed in the order they are received. Processing time during busy periods may take up to eight weeks.

.....

- Continue - Please continue the wizard
- Cancel - Please cancel the wizard

 Previous

Finish 

Help / FAQ

- Help

- *Contact Support*
- *User Manual*
- *ISBE Home Page*
- *FAQ's*

Help / FAQ



Illinois State Board of Education
Gery J. Chico, Chairman
Dr. Christopher Koch, State Superintendent

[Home](#) | [My Credentials](#) | [Renewals](#) | [Reinstatements](#) | [Help](#)

Home Page

- Contact Support
- ISBE Home
- F.A.Q.

Questions/Comments

- The informational portion of the webinar is now complete
- We will now take questions/comments
- All questions will be included in a Q&A document to be posted after the webinar

Questions/Comments

- Follow up Questions/Comments? You can contact ELIS Support at licensure@isbe.net
- This webinar will be available online at <http://www.isbe.net/certification/default.htm>
- You can visit ISBE online at www.isbe.net