

ELIS Account Instructions

- 1) Go to this link: <https://www.isbe.net/elis>
- 2) Click "Login to your ELIS account" under Educator Access

EDUCATOR LICENSURE

Educator Licensure Information System (ELIS)

EDUCATOR LICENSURE

EDUCATOR LICENSURE INFORMATION SYSTEM (ELIS)



Do you know Illinois' next **Teacher of the Year**? Nominations are open now through April 23. [Click here to learn more!](#)

RESOURCES

Rules: Part 25 Educator Licensure

The ELIS web site is best viewed with the latest version of Internet Explorer (IE).

<h3>EDUCATOR ACCESS</h3> <p>Login to your ELIS account.</p> <p>Notice: ACT Plus Writing or SAT score reports listed under a maiden name or previous name may not be credited to your account. Please complete ISBE form 73-71 to add a maiden name or previous name if applicable.</p>	<h3>PUBLIC SEARCH</h3> <p>Perform a search of public license information for educators in Illinois by using the City, District, School, or Educator Name.</p>	<h3>ADMINISTRATOR ACCESS</h3> <p>Perform a credential search of educators in Illinois. For use by institutions of higher education, school districts, or prospective employers to verify credentials of a potential educator candidate or employee. Illinois Educator Identification Number (IEN) required.</p>
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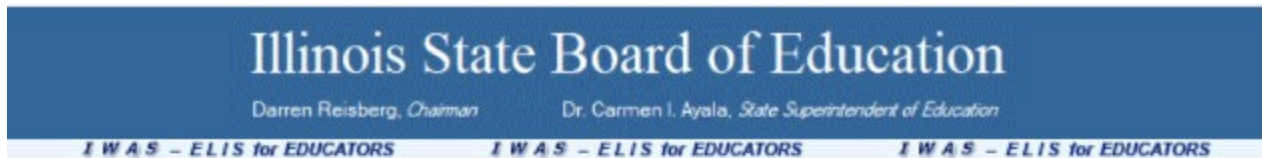
(Effective July 1, 2013: Deficiency letters and licenses will no longer be printed and mailed. You will be notified of any update to your file electronically to your current email address. Please review and update your current email address by accessing your

- 3) Click "Click here for first time access to the ELIS System"

The screenshot shows the Illinois State Board of Education website header with the logo and names of the Chairman and State Superintendent. Below the header is a navigation menu with links like Home, Up Now, and User Guide. The main content area is titled "ELIS Log In Page" and contains a login form with fields for "Login Name" and "Password", a "Remember Login Name" checkbox, and a "LOG IN" button. To the right of the form is a yellow highlighted box with the text "CLICK HERE FOR FIRST TIME ACCESS TO THE ELIS SYSTEM". Below the login form are links for "Forgot Your Password?" and "Need Help?".

4) You will be directed to the page below. Fill out the information accordingly.

- a) **TIP:** To avoid duplicate accounts and records, use your **legal first name** when creating your ELIS account and when registering for any licensure testing!



ELIS for Educators Account Sign Up

Required

First Name

Last Name

Date of Birth mm/dd/yyyy

Enter either SSN or IEIN

Social Security Number No hyphens

OR

IEIN

Login Name

Password

Confirm Password

Email Address

Secret Question

Answer

Broadcast Email YES -- Send system messages to the above email address

Email Type HTML

5) Click "Continue"

6) You will be directed to this page



Illinois State Board of Education

Darren Reisberg, *Chairman* Dr. Carmen I. Ayala, *State Superintendent of Education*

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STAVROULASTACYGALANI Hello Stavroula Stacy, you last logged in 4/3/2021 11:34:22 PM.

Welcome 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 >>](#)

7) Upon clicking continue, you will see this page



Illinois State Board of Education

Darren Reisberg, *Chair of the Board*
Dr. Carmen I. Ayala, *State Superintendent of Education*

Home My Credentials Help

Home Page

Credentials

Degrees

Fees

Tests

Communications

John Smith 1234567

[Action Center](#)

8) You will see your name and a set of numbers. Those numbers are your IEIN number. Use that number to fill out the page below.



School of Education

Print this page completing the following:

Teacher Candidate (print): _____

IEIN: _____

Student ID# _____

Date: _____

Bring this form to Lynn Streit in the Institute for Collaboration, Suite 222.