

[CLICK HERE](#) to view
the tutorial video.

How to Navigate Your ELIS Account

**Handheld devices, tablets and Macs are not compatible with our system.
Please make sure you are using a desktop or laptop computer for the most optimal experience.**

Illinois State Board of Education x +

Home My Credentials PD Plus Help

Home Page

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- Additional Credentials
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- Professional Development

Action Center

New Documents on File	1
Notifications	0
Deficiencies	1
Registrations	0
Renewals	0
Reinstatements	0

[Apply for a Credential](#)

[Register in an Additional Region](#)

All school personnel who are required to hold a license are responsible for securing, maintaining, registering, and renewing their license.

Once you log into your ELIS account, you will land on the “Home Page.”
The Action Center is where you are notified of items that need your attention.
Any changes to your account, uploaded documents or other ISBE communication items will be marked with a yellow triangle. You can access those items by clicking on the blue words next to the triangle.
You can also apply for credentials and register your license in additional regions from this page.

Type here to search

Windows taskbar icons: File Explorer, Excel, Word, Outlook, ISBE, Teams, PowerPoint, Chrome

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Apply for a Credential

Register in an Additional Region

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You can access this screen at any time by clicking on the “Home” tab with the house icon located in the upper left-hand corner of the screen.

Other pages of your account can be viewed by utilizing the blue menu on the left side of the page.

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Page View
Legacy New

Please take the time to become familiar with your credential(s). You are responsible for checking the accuracy and knowing the expiration, renewal, and registration dates. You are also responsible for knowing the requirements to maintain your credential(s) to work in the public schools of Illinois.

Licenses

Select	License ID	License	Status Code	Status Desc.	Entitlement	Application Date	Orig Issued	Expires	ROE	Registered Thru	Register
Select		PEL	I	Issued		05/19/2016	01/18/1989	08/30/2026	19	2026	Register in an Additional Region

Approved Program/Endorsements For Selected License

Description	Grade	Status Description	Orig Issued	Entitlement
Elementary Education	Kindergarten through Grade 9	Issued	12/14/2001	
Elementary Education (Self Contained General Education)	Kindergarten through Grade 9	Issued	12/14/2001	
Mathematics	Grade 5 through Grade 8	Deficient		

Registrations

Show entries Search:

Fiscal Year	School Year	Region Code	Region	License Code	License	Certificate Number
2026	2025-2026	19	DU PAGE ROE	PEL	Professional Educator License	
2025	2024-2025	19	DU PAGE ROE	PEL	Professional Educator License	
2024	2023-2024	19	DU PAGE ROE	PEL	Professional Educator License	

On the "Credentials" tab, you can update your contact information and change your PD/Employment status by clicking on the pencil and paper icon in the upper right corner. You can also scroll down on this screen to view your licenses, endorsements, registration years, your registered regions, etc. Since the Illinois State Board of Education does not issue paper certificates, educators can print a copy of their credentials from this screen. Simply click the print button in the right-hand corner to print your credentials.

The screenshot shows a web browser window with the URL 'Illinois State Board of Education'. The navigation menu on the left includes 'Home', 'My Credentials', 'PD Plus', and 'Help'. The 'Degrees' tab is highlighted with a red oval. The main content area is titled 'Degrees' and contains a table with the following data:

Country	State	Institution	Degree	Degree Date
United States	IL	North Park University	B	5/31/2016

The “Degrees” tab displays the conferred degrees you have earned that ISBE has on file.

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Fees

ID	Method	Fee	App ID	App	License ID	License	Certificate	Region	Registration Year	Fiscal Year	Date Created	Return Reason	Amount
	CC	RVAL		PEL(ENDRS)				99		2023	11/17/2022		50.00
	CC	RVAL		PEL(ENDRS)				99		2022	03/17/2022		50.00
	CC	REG		RENEW		PEL		34	2021	2020	04/07/2020		10.00
	CC	REG		RENEW		PEL		34	2022	2020	04/07/2020		10.00
	CC	REG		RENEW		PEL		34	2023	2020	04/07/2020		10.00
	CC	REG		RENEW		PEL		34	2024	2020	04/07/2020		10.00
	CC	REG		RENEW		PEL		34	2025	2020	04/07/2020		10.00

Type here to search

Taskbar icons: File Explorer, Excel, Word, Edge, Teams, OneDrive, PowerPoint, Chrome

The "Fees" tab displays a history of fees collected.

The screenshot shows a web browser window with the Illinois State Board of Education website. The navigation menu on the left has the 'Tests' tab highlighted with a red oval. The main content area displays a table titled 'Tests' with the following data:

Test Description	Test Date	Test Grade	Post Date
ICTS - 003 - Before July 1, 2004, Elementary/Middle Grades	7/10/1999	P	7/7/2000
ICTS - 096 - Before September 11, 2010 Basic Skills	7/10/1999	P	7/7/2000

The “Tests” tab displays which tests have been taken, the date they were taken and if they were passed or failed. ISBE does not have the ability to add, remove or edit tests. Tests are populated by the testing service.

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Communications

Sent To	Subject	Message	Date Sent
Illinois Educator Credential Information	Illinois Educator Credential Information	Dear Educator, Your ELIS account has been updated. You may have had a credential issued or a deficiency letter added to your account. Please login to your account at https://sec3.isbe.net/IWASNET/login.aspx to view your update. If you were issued a new license or if you are missing licensure requirements, the "Action Center" in the center of your ELIS home page will provide links for either registering your license or viewing your deficiencies. If you were issued a new license, endorsement, or approval, the new credential will be listed on your Credential page in ELIS. If you were issued a new license, you must register your license for it to be valid. Click the registration link in the "Action Center" on your ELIS home screen to register your license. If you have been issued a professional educator license, or an educator license with stipulations endorsed for career and technical educator or chief school business official, you must register your license within 6 months of issuance or it will lapse and be subject to reinstatement penalties. Be advised that a license or licensure endorsement can be recalled within 6 months of issuance or sanctioned upon this agency's receipt of any of the following information: Licensure sanction by another state or national entity; conviction of certain offenses; misrepresentation in licensure application; an indicated finding of abuse or neglect against a minor; and/or other just cause (pursuant to 105 ILCS 5/21B-15, 105 ILCS 5/21B-75, or 105 ILCS 5/21B-80 of the Illinois School Code). This e-mail was sent from a notification-only address that cannot accept incoming e-mail. Please do not reply to this message. Educator Effectiveness Department Illinois State Board of Education Follow us on Twitter (@ISBEnews) and Facebook (Illinois State Board of Education) for alerts regarding upcoming deadlines, changes in requirements for licensure, and other important information.	
Illinois Educator Credential Information	Illinois Educator Credential Information	Dear Educator, Your ELIS account has been updated. You may have had a credential issued or a deficiency letter added to your account. Please login to your account at https://sec3.isbe.net/IWASNET/login.aspx to view your update. If you were issued a new license or if you are missing licensure requirements, the "Action Center" in the center of your ELIS home page will provide links for either registering your license or viewing your deficiencies. If you were issued a new license, endorsement, or approval, the new credential will be listed on your Credential page in ELIS. If you were issued a new license, you must register your license for it to be valid. Click the registration link in the "Action Center" on your ELIS home screen to register your license. If you have been issued a professional educator license, or an educator license with stipulations endorsed for career and technical educator or chief school business official, you must register your license within 6 months of issuance or it will lapse and be subject to reinstatement penalties. Be advised that a license or licensure endorsement can be recalled within 6 months of issuance or sanctioned upon this agency's receipt of any of the following information: Licensure sanction by another state or national entity; conviction of certain offenses; misrepresentation in licensure application; an indicated finding of abuse or neglect against a minor; and/or other just cause (pursuant to 105 ILCS 5/21B-15, 105 ILCS 5/21B-75, or 105 ILCS 5/21B-80 of the Illinois School Code). This e-mail was sent from a notification-only address that cannot accept incoming e-mail. Please do not reply to this message. Educator Effectiveness Department Illinois State Board of Education Follow us on Twitter (@ISBEnews) and Facebook (Illinois State Board of Education) for alerts regarding upcoming deadlines, changes in requirements for licensure, and other important information.	

Type here to search

Windows taskbar icons: File Explorer, Excel, Word, Internet Explorer, Outlook, OneDrive, PowerPoint, Chrome

The "Communications" tab shows the history of communications sent to the educator.

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Deficiency Letters

View	IEIN	Educator	License	Status	Type	Queued Date	Processed Date
Not Viewable			Professional Educator License	Expired		7/1/13, 12:00:00 AM	8/21/01, 8:19:11 AM
Not Viewable			Professional Educator License	Expired		7/1/13, 12:00:00 AM	10/6/00, 9:03:27 AM
Not Viewable			Professional Educator License	Expired		7/1/13, 12:00:00 AM	1/10/01, 8:12:34 AM
Not Viewable			Professional Educator License	Expired		7/1/13, 12:00:00 AM	2/28/01, 8:32:30 AM
View			Professional Educator License	Issued		4/12/22, 3:21:52 PM	4/13/22, 12:59:32 AM
View			Professional Educator License	Issued		11/28/22, 2:07:14 PM	11/29/22, 12:59:29 AM

The “Deficiency Letters” tab lists current and past deficiency letters. Click “View” to open the letter. Note that deficiency letters cannot be removed even if a credential’s deficiency has been fulfilled and the credential was issued. Letters sent prior to 7/1/2013 are no longer viewable.

Type here to search

Windows taskbar icons: File Explorer, Excel, Word, Outlook, Chrome, etc.

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Additional Credentials

Designations

Source	Status	Designation	Grade	Issued	Expires	Completed On
No Records Found						

Seals

Source*	Seal	Language	Issued
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The "Additional Credentials" tab displays any added credentials you hold. For example: The Seal of Biliteracy or National Board Certification.

Type here to search

Taskbar: File Explorer, Excel, Word, Edge, Chrome, etc.

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View	ID	Document	Viewed?	Description	Page Count	Confidential Level	State	Institution
--		TRANS	No	Transcript	2	Low	IL	University of St. Francis
--		EXPER	No	Teaching Experience -ESL letter	1	Low		
--		EXPER	No	Teaching Experience	2			
--		OTHER	No	Other	8			
--		TRANS	No	Transcript	3			
--		73-05	No	State Apprv Pgm Verif	1			
--		TRANS	No	Transcript	1			

Add Image

The "Images" tab displays the types of documentation that have been uploaded to your account. Educators can upload out-of-state licenses, National Certificates and Educator Professional Development Audit Docs on this tab by clicking "Add Image." No other documents should be uploaded using this feature as this will delay the evaluation process.

Type here to search

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Assignments

Show 10 entries

Year	Region	County	District	Site	Create Date	Update Date
2018	CITY OF CHICAGO	Cook			04/17/2019	04/17/2019
2017	CITY OF CHICAGO	Cook			09/18/2018	09/18/2018

Showing 1 to 2 of 2 entries

Course Assignments for Year: 2022

Show 10 entries

School	Course Number	Course	Term	Section	Student Count
Not Found					

Showing 1 to 1 of 1 entries

Salary

Show 10 entries

School Year	RCDT	Position	FTE	Base Salary
2018		Paraprofessional	100.00	
2017		Paraprofessional	100.00	

Showing 1 to 2 of 2 entries

*If you notice an error with any of the above information, please contact your school district and ask for corrections to be made in the Employment Information System. The Illinois State Board of Education is unable to change your employment records.

[Refresh EIS Data](#)

The "Assignments/Salary" tab shows current and past employment assignments. If you notice an error with any of the information on this page, please contact your school district and ask for corrections to be made in the Employment Information System. ISBE is unable to change your employment records.

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Professional Development

Requirements - 120.00 hours.

License

Professional Educator License (Issued) ▼

Start Date

07/01/2020

End Date

06/30/2025

Refresh

Edit	Name	Description	Provider	Hours	UsableHours (QA only)	EffectiveDate (QA only)	Begin Date	End Date	Create Info	Updated Info	Delete
Edit				60.00	60.00	12/30/2022	08/07/2021	07/30/2021			Delete
Edit				60.00	60.00	12/30/2022	09/08/2021	10/29/2021			Delete
Edit				24.00	24.00	03/31/2022	03/31/2022	03/31/2022			Delete

* Administrator's Academy credit only, not also counted for PD hours requirement.

Hours Required:

Total Hours:

Hours Remaining:

[Click Here to Add Professional Development Hours](#)

If your credential requires professional development, you will enter the activities and earned hours on the Professional Development tab. You can also view all activities entered during the current cycle.

The screenshot shows a web browser window with the Illinois State Board of Education website. The top navigation bar includes 'Home', 'My Credentials', 'PD Plus', and 'Help'. A red arrow points to the 'PD Plus' tab. Below the navigation bar is a 'Home Page' section with a list of menu items: Credentials, Degrees, Fees, Tests, Communications, Deficiency Letters, Additional Credentials, Images, Assignments/Salary, and Professional Development. The main content area features a 'PD Plus' header with search bars for 'Search Activities' and 'Search Administrator Academy Workshops', along with 'Calendar', 'PD', 'Favorites', and 'ELIS' icons. A progress bar for a license is displayed, showing '144 HR' completed and '120 PD HRS Owed'.

License	Renewal Year	Status	Progress
PEL	2025	Issued	144 HR / 120 PD HRS Owed

**You can also access your professional development via the “PD Plus” tab.
The menu across the top provides access for entering and viewing all PD activities
completed during the current cycle.**