STEP 1 IF YOU HAVE NOT ALREADY DONE SO, CREATE AN ACCOUNT ON THE EDUCATOR LICENSURE INFORMATION SYSTEM (ELIS) AT https://www.isbe.net/Pages/Educator-Licensure-Information-System.aspx

STEP 2 CONFIRM YOUR SCORE REPORT MEETS THE FOLLOWING REQUIREMENTS:

  - **ACT:**
    - Prior to 9/1/15 - Composite score of 22 or higher and a minimum score of 19 on the Combined English/Writing portion
    - 9/1/15 to 9/9/16 - Composite score of 22 or higher and a minimum score of 16 on the Writing portion
    - 9/10/16 and later - Composite score of 22 or higher and a minimum score of 6 on the Writing portion
  
  - **SAT:**
    - Prior to 3/5/16 - Composite score of 1030 (critical reading + mathematics = 1030 or higher) and a minimum score of 450 on writing
    - 3/5/16 and later - Composite score of 1110 (evidence-based reading and writing + mathematics = 1110 or higher) and a minimum score of 26 on writing and language

STEP 3 REQUEST YOUR SCORES BE SENT TO ISBE DIRECTLY FROM ACT OR SAT.

  - The score report must arrive in a sealed envelope addressed to ISBE from ACT or SAT.
  
  - If requesting an ACT Plus Writing score report: use ACT code 3001 when ordering
  
  - If requesting an SAT score: use SAT code 6773 when ordering

STEP 4 CHECK YOUR ELIS ACCOUNT TO VERIFY YOUR ACT/SAT SCORE REPORT HAS BEEN ACCEPTED IN LIEU OF THE TAP. Please allow 60 days for this information to be added to your ELIS account.

NOTES

  - Superscoring is now available on ACT/SAT. If you do not have an overall passing composite score, we will add the highest subject scores from each test and divide by the total number of tests to for a composite score. Please email Licensure@isbe.net if you would like your tests superscored.
  
  - Score reports that are received prior to the establishment of an ELIS account will be held for 30 days. After 30 days, the report may not be credited to your account.
  
  - Official score reports that reflect a score less than listed above or lack a writing component cannot be used for issuance of an Illinois license or endorsement.