

ELIS - IL EDUCATOR LICENSURE INFORMATION SYSTEM  
LICENSE REINSTATEMENT – \$500 FEE PLUS REGISTRATION

Type the link to ELIS – <https://sec3.isbe.net/IWASNET/login.aspx> – into the computer web browser.

Type in the login name and password and click on **LOG IN**

The screenshot shows the login page for the Illinois State Board of Education (ISBE). The page has a blue header with the ISBE logo and the text "Illinois State Board of Education" and "Gery J. Chico, Chairman Christopher...". Below the header, there is a navigation menu on the left with links like "Home", "Now", "Password", "ROE", "Guide", "ing Video", and "Certificates". The main content area has a section titled "Already have an account? Login Here:" which contains a login form. The form has two input fields: "Login Name" and "Password", and a checkbox labeled "Remember Login Name". Below the form is a "LOG IN" button. Below the login section is a section titled "Forgot Your Password?" with a link "Find Login/Password". The page also includes a footer with the text "This web site has been optimized for Internet Explorer 9.0 or above / Firefox browsers by clicking on the f" and icons for Internet Explorer and Firefox.

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Click



The screenshot shows the user interface for the Illinois State Board of Education's IWAS for Educators system. At the top, there is a blue header with the Illinois State Board of Education logo on the left and the text "Illinois State Board of Education" in large white letters. Below the logo is the text "Gery J. Chico, Chairman" and "Christopher A. Koch, State Superintendent". The main content area has a light blue background with a navigation menu on the left containing "Home", "Edit Profile", and "Change Password". The main text area displays a welcome message: "Hello John, you last logged in 9/12/2014 10:39:58 AM." followed by "Welcome to your personal IWAS for Educators account." and "From this page you can click on the 'Continue' button to access all of your credentials online." A "Continue >>" button is highlighted with a red rectangular border.

ELIS is redirecting you to your dashboard (homepage).



The screenshot shows a loading screen for the Illinois State Board of Education. It features the text "Illinois State Board of Education" in a large, blue, serif font. Below this, it says "Please wait while we transfer you to the selected application". At the bottom, there is a progress indicator consisting of seven squares: the first square is filled with a dark blue color, and the remaining six squares are empty white squares with black outlines. The background of the page is a light gray with a faint, large watermark of the Illinois State Board of Education seal.

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Click on  **Reinstatements** **1**

Home | My Credentials | Educator | Help

 **Welcome, John Q. Smith!**

**Primary Information**

Full Name: **John Q. Smith**  
 IEIN: **780939**  
 DOB: **12/12/1912**  
 Gender: **Female**

**Contact Information**

Address: **123 Main St**  
 City, State Zip: **Chicago, IL 90210**  
 Email: **none@none.com**  
 Primary Phone: **(999) 999-9999**  
 Secondary Phone:

[Click Here to Edit Your Contact Information](#)

**Profile**

PD Status: **Active**

[Click Here to Update Your PD/E](#)

CREDENTIAL CENTER					
License / Approval Type	Applied	Expires	Registered Thru	<u>PD Hours</u>	Status
Professional Educator License (PEL)		06/30/2015	2008	0	Lapsed
<b>Endorsements</b>			<b>Applied</b>	<b>Issue Date</b>	<b>Status</b>
Biology			07/14/2010	07/14/2010	Lapsed
Elementary Education			06/25/2003	10/06/2008	Lapsed
Elementary Education (Self Contained General Education)			06/25/2003	10/06/2008	Lapsed

**ACTION CENTER**

New Documents on File 0

Deficiencies 0

Registrations 0

Renewals 0

 **Reinstatements** **1**

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Click on [Click Here to Reinstate License](#)

instatement List			
Licenses Eligible for Reinstatement			
	Status	Issue Date	Expire Date
PEL - Professional Educator License	Lapsed	07/01/2013	06/30/2015
<a href="#">Click Here to Reinstate License</a>			

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Carefully read and respond to the background questions by clicking Yes or No– click .

**NOTE:** If there are any problems related to the background questions ELIS will not reinstate the license. You will receive a deficiency notice with further instructions.

Renew and Register an Educator License 

Before your license reaches its expiration date, you must renew your license by verifying professional development requirements have been met. Completing the following steps will renew and register your license for another cycle. Registration fees are \$10 per year and will be collected for the license's validity period at the end of the renewal and registration process.

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 certify under penalty of loss of my right to teach or work in the schools of Illinois that the answers to the questions are true and correct in every respect.
<input type="radio"/>	<input type="radio"/>	I certify, under penalty of perjury; that I do not have a child support order, and/or that I am not more than 30 days delinquent in complying with a child support order. I understand that I must sign this statement, whether or not I have children, and failure to certify may result in disciplinary action, and making a false statement may subject me to contempt of court. A written explanation is required of those unable to complete this certification.

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Click on the circle next to the second option to reinstate a license immediately by paying \$500 plus all back and current registration fees.

Click  .

**statement may subject me to contempt of court. A written explanation is required of those unable to complete this certification.**

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**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.

\* Note: A fiscal year is the period between July 1 and June 30 of a given year. For example: If the current fiscal year is July 1, 2014-June 30, 2015, coursework taken July 1, 2009 or later will be honored.

Select the region in which you are employed by clicking the down arrow to reveal the list of regions.

Note: A fiscal year is the period between July 1 and June 30 of a given year. For example: If the current fiscal year is July 1, 2014-June 30, 2015, coursework taken July 1, 2009 or later will be honored.

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Please select the region in which you are employed or live and click the "Next" button. You will have an opportunity to add other regions at no cost on your Credentials page.

Region:

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Use the scroll bar - ☰ - to move up and down the list. Locate your region and click on it.

Click  .

**30 days delinquent in complying with a child support order. I understand that I must sign this statement, which may result in disciplinary action, and making a false written explanation is required of those unable to**

To reinstate your license, you must complete a certain number of hours of coursework in areas aligning with your region. Select one of the following options:

I have completed the required hours of coursework.

I will complete the required hours of coursework within five fiscal years in areas aligning with my region.

\* Note: A fiscal year is defined as a 12-month period. For example: If the current fiscal year is July 1, 2014-June 30, 2015, then the next fiscal year would be July 1, 2015-June 30, 2016.

Please select one or more regions and click the "Next" button. You will have an opportunity to add other regions.

Region:

- 09 - CHAMPAIGN/FORD ROE
- 10 - CHRISTIAN/MONTGOMERY ROE
- 11 - CLK/CLS/CMBN/DGLAS/EDGR/MLTR/SHLB
- 12 - CLAY/CWFORD/JSPER/LWRNCE/RHLAND
- 13 - CLINTON/MARION/WASHINGTON ROE
- 15 - CITY OF CHICAGO**
- 16 - DE KALB ROE
- 17 - DE WITT/LIVINGSTON/MCLEAN ROE
- 19 - DU PAGE ROE
- 20 - EDWD/GLTN/HDIN/POP/SLNE/WBH/WH/WH
- 21 - FRANKLIN/WILLIAMSON ROE
- 22 - FULTON/SCHUYLER ROE
- 24 - GRUNDY/KENDALL ROE
- 25 - HAMILTON/JEFFERSON ROE
- 26 - HANCOCK/MC DONOUGH ROE
- 27 - HENDERSON/MERCER/WARREN ROE
- 28 - BUREAU/HENRY/STARK ROE
- 30 - JACKSON/PERRY ROE
- 31 - KANE ROE
- 32 - IROQUOIS/KANKAKEE ROE

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Enter the credit/debit card information.

**Note:** Do not change the billing name even if using someone else's card.

Please select the region in which you are employed or live and click the "Next" button. You will have an opportunity to add other regions at no cost on your Credentials page.

Region:

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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:  \*

Billing Street:  \*

Billing City:  \*

Billing State:  \*

Billing Zip:  \*

Reinstatement fee:  \*

Registration Fee:  \*

Processing Fee:  \*

Total App Fee:  \*

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Review the information. Click  .

Total App Fee:  \*

.....

Please review the information below. Once you have reviewed the information click the "Make Payment" button. By clicking the "Make Payment" button 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 and registration fees.

**Primary Information**  
Name: **John Q Smith**  
Gender: **F** Maiden: **unknown**  
Birth Date: **12/12/1912**

**Contact Information**  
Address: **123 Main St**  
City State, Zip: **Chicago IL, 90210**  
Country: **US**  
Work Phone: **(555) 555-5555**  
Primary Email Address: **none@none.com**

**Region**  
Region: **15 - CITY OF CHICAGO**

**Payment**  
Credit Card #: **\*\*\*\*\*7458**  
Expiration Date: **10/2014**  
CC Verification: **078**  
CC Name: **John Q Smith**  
CC Street: **123 Main Street**  
CC Zip: **61747**  
Amount: **\$606.75**

Once you have reviewed the information, click on the "Make Payment" button to re-instate your credentials. After clicking "Make Payment", 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.

ELIS displays the message below. Click  .

Reinstatement an Educator License 

Please review the following information.

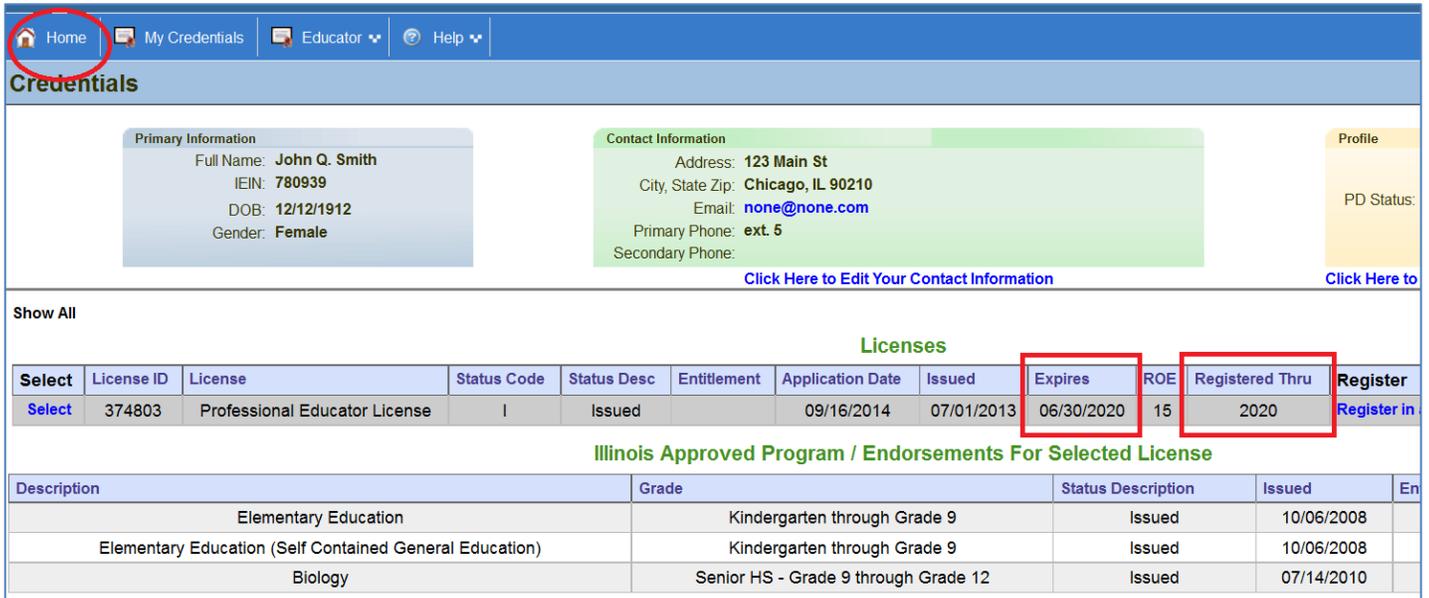
You have successfully reinstated your license and it is registered for the current renewal cycle.  
.....

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

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ELIS redirects the user to the Credentials screen. The screen reflects the new expiration and registered through dates.

To return to the dashboard (homepage), click on  Home near the top left of the screen.



**Primary Information**  
 Full Name: John Q. Smith  
 IEIN: 780939  
 DOB: 12/12/1912  
 Gender: Female

**Contact Information**  
 Address: 123 Main St  
 City, State Zip: Chicago, IL 90210  
 Email: none@none.com  
 Primary Phone: ext. 5  
 Secondary Phone:

**Licenses**

Select	License ID	License	Status Code	Status Desc	Entitlement	Application Date	Issued	Expires	ROE	Registered Thru	Register
Select	374803	Professional Educator License	I	Issued		09/16/2014	07/01/2013	06/30/2020	15	2020	Register in

**Illinois Approved Program / Endorsements For Selected License**

Description	Grade	Status Description	Issued	En
Elementary Education	Kindergarten through Grade 9	Issued	10/06/2008	
Elementary Education (Self Contained General Education)	Kindergarten through Grade 9	Issued	10/06/2008	
Biology	Senior HS - Grade 9 through Grade 12	Issued	07/14/2010	

The dashboard (homepage) also reflects the new expiration and registered through dates.



**Primary Information**  
 Full Name: John Q. Smith  
 IEIN: 780939  
 DOB: 12/12/1912  
 Gender: Female

**Contact Information**  
 Address: 123 Main St  
 City, State Zip: Chicago, IL 90210  
 Email: none@none.com  
 Primary Phone: ext. 5  
 Secondary Phone:

**CREDENTIAL CENTER**

License / Approval Type	Applied	Expires	Registered Thru	PD Hours	Status
Professional Educator License (PEL)	09/16/2014	06/30/2020	2020	0	Issued

**Endorsements**

Applied	Issue Date	Status
07/14/2010	07/14/2010	Issued
06/25/2003	10/06/2008	Issued
06/25/2003	10/06/2008	Issued

**ACTION**  
 New Document  
 Deficiencies  
 Registration  
 Renewals  
 Reinstatement

**NOTE:** ISBE does not issue paper licenses. If a paper credential is needed educators may print a copy of their homepage or their credentials page.