

**ILLINOIS STATE BOARD OF EDUCATION (ISBE)
PROFESSIONAL EDUCATOR LICENSE RENEWAL TIMELINES & PD/IAA REQUIREMENTS FOR IL PUBLIC SCHOOL EDUCATORS**

TEACHERS, CAREER & TECH ED TEACHERS, & SCHOOL SUPPORT PERSONNEL/RENEWAL YEAR (FY 2019)

CHECK/CHANGE PD/EMPLOYMENT STATUS IN ELIS	RECORD PD* IN ELIS	REGISTER THE LICENSE IN ELIS	LAPSES IF PD* WAS NOT RECORDED BY 8/31	INVALID FOR EMPLOYMENT IF PD* WAS RECORDED BUT LICENSE WAS NOT REGISTERED BY 8/31	LAPSES IF LICENSE WAS NOT REGISTERED BY 12/31	PD* HOURS REQUIRED PER 5-YEAR CYCLE
On/Before August 31	On/Before August 31	On/Before August 31	September 1	September 1	January 1	Career/Tech Ed = 120** Bachelor's Degree = 120 One Advanced Degree = 80 Two+ Advanced Degrees = 40

*Professional Development (PD) required through an Illinois Approved Professional Development Provider (<http://www.isbe.net/licensure/requirements/prof-dev-provider-list.pdf>).

**Educators working on a career and tech ed endorsement must complete 120 hours of PD regardless the number of degrees held or of any other endorsements held.

TEACHERS, CAREER & TECH ED TEACHERS, & SCHOOL SUPPORT PERSONNEL/RENEWAL YEARS (FY 2020) AND AFTER

CHECK/CHANGE PD/EMPLOYMENT STATUS IN ELIS	RECORD PD** IN ELIS	REGISTER THE LICENSE IN ELIS	LAPSES IF IAA* & PD** WERE NOT RECORDED BY 8/31	INVALID FOR EMPLOYMENT IF IAA* & PD** WERE RECORDED BUT LICENSE WAS NOT REGISTERED BY 8/31	LAPSES IF LICENSE WAS NOT REGISTERED BY 12/31	PD** HOURS REQUIRED PER 5-YEAR CYCLE
On/Before August 31	On/Before August 31	On/Before August 31	September 1	September 1	January 1	PD** = 120

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Note: Beginning 2015-2020 renewal cycle, and every cycle thereafter, all teachers and school support personnel will have to complete 120 professional development hours regardless of number or types of degrees held.

ADMINISTRATORS

CHECK/CHANGE PD/EMPLOYMENT STATUS IN ELIS	COMPLETE REQUIRED IAAs*	RECORD PD** IN ELIS	REGISTER THE LICENSE IN ELIS	LAPSES IF IAA* & PD** WERE NOT RECORDED BY 8/31	INVALID FOR EMPLOYMENT IF IAA* & PD** WERE RECORDED BUT LICENSE WAS NOT REGISTERED BY 8/31	LAPSES IF LICENSE WAS NOT REGISTERED BY 12/31	IAA*/PD** REQUIRED PER 5-YEAR CYCLE
On/Before August 31	On/Before August 31	On/Before August 31	On/Before August 31	September 1	September 1	January 1	IAA* = 5 PD** = 100

*Illinois Administrators Academy (IAA). One IAA is required between July 1 and June 30 of each fiscal year a licensee holds an administrative position. IAAs cannot be banked/carried over to future years. Licensees who fail to complete a required IAA in any given fiscal year must take 2 IAAs to make up for the missed IAA. To avoid a penalty IAA for last fiscal year of the five-year cycle, the required IAA must be completed and recorded in ELIS prior to June 30.

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PARAPROFESSIONAL EDUCATORS

REGISTER LICENSE IN ELIS	INVALID FOR EMPLOYMENT IF NOT REGISTERED BY 8/31	PD* HOURS REQUIRED PER 5-YEAR CYCLE
Beginning April 1, of the last year of renewal cycle	September 1	0 – NONE – NOT APPLICABLE

*Professional Development (PD)