STEP 1 – Go to https://sec1.isbe.net/iwasnet to login to ELIS

STEP 2 – Click on Your Credentials notification on your educator home page.

STEP 3 - Click “Click Here to Renew Licenses” to begin the renewal/registration wizard.
STEP 4 – Review and, as needed, update the information displayed on the next 3 screens. Click on “Next” or the arrow.

Screen 1
Renew an Educator License

Mailing Address: 123 Main St
City: Springfield
Country Code: United States
State Code: Illinois
Zip Code: 62704
Zip Plus4:

Once you have entered the required data, click the "Next" button.

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

Next
Renew an Educator License

Primary Phone: (217) 555 - 1212 ext.
Secondary Phone: 

Primary Email Address: test@isbe.net
Secondary Email Address: 

Once you have entered the required data, click the "Next" button.

- Save - Please save the profile information
- Cancel - Please cancel the wizard

Next
Step 5

Carefully read and answer the questions on the screen below. Click on “Next” or the arrow.

Please answer the following required questions of the Criminal History Disclosure Statement.

Yes No Question

- Have you ever had a certificate denied, suspended, or revoked in Illinois or any other state?
- Have you ever been convicted of a felony, or any sex, narcotics, or drug offense in Illinois or any other state?
- 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?
- 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.)
- 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?

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.

Once you have answered the background questions, click the “Next” button.

- Continue - Please continue the wizard
- Cancel - Please cancel the wizard
ELIS - IL Educator Licensure Information System
License Registration for Renewal

Step 6
Enter the required credit/debit card information. Click “Next” or the arrow.
Step 7
Select the region of employment. Click on the to access the drop down list of all regions. Use the on the side bar to go up and down. Select the correct region by clicking on it. It will turn blue. Click “Next” or the arrow.
Step 8

Read the questions on the screen below carefully before answering. After responding to all of the questions click “Next” or the arrow.
Step 9 Review the information below for accuracy. Click “Next” or the arrow.
Final Screen

The final screen confirms that the license was renewed.

For additional assistance educators may contact ISBE Educator Licensure at 217-557-6763 or licensure@isbe.net.