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## Paraprofessional License

### Requirements:

- At least 19 years of age to serve students in prekindergarten through grade 12.
- **Beginning January 1, 2023**, you may qualify for the ELS-Paraprofessional license by meeting the requirements outlined below at age 18 but only may serve in prekindergarten through grade 8.
- **One** of the following required:
  - Associate's degree or higher
  - 60 semester hours of coursework
  - High School Diploma or GED **and** a score of 460 or higher on the ETS Parapro
  - High School Diploma or GED **and** the following scores on the ACT Workkeys:
    - Applied Mathematics/Applied Math (with a score of 4)
    - Reading for information/Workplace Documents (with a score of 4)

### Instructions for accessing ELIS—www.isbe.net

- At the top of the home page click on *System Quick Links*
- Click on *ELIS: Educator Licensure Information System*
- In the middle of the screen, in the *Educator Access* box, click on *Login to your ELIS account*
- Enter your login name and password or create them by clicking on *Sign Up Now* on the left-hand side of the screen
- A window should read: **Welcome to your personal IWAS for Educators account.**
- Click "continue>>":
- ELIS will launch.
- Enter address, phone number, and email address.

If you have trouble accessing ELIS, call ISBE at 217-557-4723.

### To Apply for the Educator License with Stipulations-Paraprofessional

- On the home page of your ELIS account, click on Apply for a Credential.
- Click on Paraprofessional License (Teacher's Aide)
- Follow steps and pay the \$100 application fee with a debit or credit card.
- Send required documents to:  
ROE #11  
Attn: Licensure  
730 7<sup>th</sup> Street  
Charleston, IL 61920
- Official college transcripts may be emailed directly to me by the college or university at [bbrowning@roe11.org](mailto:bbrowning@roe11.org).
- Once the license has been issued, return to your ELIS account and click on "Registration" in the white *Action Center* box on the home page. Pay the \$50 registration fee with a debit or credit card.

Paraprofessional licenses are valid for 5 years, and renewable with the payment of registration fees.

