

Professional Educator License Checklist for Out of State Applicant



Create an Account

1. Go to www.isbe.net
2. Click on "log in to ELIS" at the top
3. Click "login to your ELIS account"
4. Click "Click Here for First Time Access to the ELIS System"

Submit Transcripts

Request official transcripts that reflect completion of your program by mail or electronically.

Electronically: licensure@roe21.org
By Mail: Regional Office of Education #21
502 W Jackson Street
Marion, IL 62959

Submit Out of State Teaching License

Provide a copy of your valid, out of state teaching license.

Either ISBE Form [80-02](#) or [80-02S](#) is required if you do not hold a valid, comparable license.

The college or university must fill out and submit the form to ROE#21.

Apply for Licensure

Apply for professional educator's license (PEL) on your ELIS account.

Educator's will be considered for all areas listed on their valid, comparable out of state license.