



THANK YOU FOR YOUR INTEREST IN EDUCATOR LICENSURE

Please contact Mishelle O'Regan in the Licensure Department at 630-232-5955 to discuss any licensure questions/concerns that you may have.

Important Contact Info:

Kane County Regional Office of Education (ROE)

Located at 28 N First St. Geneva, IL 60134

Phone: 630-232-5955, Email: licensure@kaneroe.org

Hours of operation: 8:00 a.m. – 4:30 p.m. Monday – Friday

Official transcripts for licensure applications can be sent directly from a college/university to the ROE at the address listed above or electronic transcripts can be emailed to; transcripts@kaneroe.org NOTE: Transcripts sent to the ROE usually are uploaded to an educator's ELIS account more quickly than if they are sent directly to ISBE in Springfield.

Illinois State Board of Education (ISBE) – Educator Effectiveness Customer Service

Hours of operation: 8:00 a.m. – 5:00 p.m CST, Monday – Friday, Phone 217-557-6763 or by email at licensure@isbe.net

Official transcripts can be sent directly from a college/university to;
Illinois State Board of Education, Educator Licensure
100 N. 2nd St., Springfield, IL 62777

or by email at transcripts@isbe.net

If you need technical assistance with the Educator Licensure Information System (ELIS) you can contact ISBE Technical Support directly at 217-558-3600 Option 2.

HOW TO BECOME A TEACHER

See this website for more information regarding Licensure in Illinois;
<https://www.isbe.net/Pages/Educator-Licensure.aspx>

Consider the following in determining the grades and/or subjects you are interested in teaching:

- **Professional Educator/Teacher**; with endorsements available in Early Childhood, Elementary, Middle Grades, Secondary, Special K-12, Special Education and Early Childhood Education
 - In order to obtain a Professional Educator's License (PEL) you must have;
 - A bachelor's degree or higher from a regionally accredited institution of higher education
 - A copy of a valid, comparable out of state license OR, if you do not have a valid comparable out of state license you will need to;
 - Provide proof of completion of a State-Approved Education Program

- Student teaching or equivalent experience
- Completion of coursework addressing methods of teaching exceptional children, reading methods, content area reading and methods of teaching English learners
- Any and all applicable Licensure Tests
- This license qualified you to be a Professional Educator, Substitute OR a Paraprofessional (Teacher's Aid)
- For more information please see the Professional Educator (PEL) information link or contact our Licensure Department.
- **Substitute Teacher**; which allows you to sub in a classroom at all grade levels and in all subjects
 - In order to get a Substitute Teaching License, you need to have at least a bachelor's degree.
 - The degree can be in any subject; it doesn't have to be in education.
 - This license qualifies you to be both a Substitute teacher as well as a Paraprofessional (Teacher's Aid).
 - For more information please see the Substitute Teacher information link or contact our Licensure Department.

*A Short-Term Substitute License may also be available to you,
please contact our office for more details.

- **Educator License with Stipulations (ELS) with the Paraprofessional (PARA)**; which allows you to be a Teacher's Aid
 - In order to obtain an (ELS-PARA) Paraprofessional License, you need to either have an associate's degree/60 college credits OR pass a specific exam(s) and provide proof of a high school diploma
 - For more information please see the Paraprofessional Educator information link or contact our Licensure Department.
- **Dual Language Teacher**; if you speak Spanish but don't have a degree in education
 - To become a Dual Language teacher, you must hold a temporary bilingual license or an Educator License with Stipulations (ELS) with a Transitional Bilingual Educator (TBE) endorsement.
 - In order to obtain an ELS-TBE you need to have at least a bachelor's degree and show proficiency in both English and Spanish.
 - For more information please see the ELS-TBE (Transitional Bilingual Educator) information link or contact our Licensure Department.

Once you have determined what type of licensure you are interested in getting, if you're considering a PEL (Professional Educator's License) you'll need to contact a college/university in Illinois that has an approved educator preparation program in your teaching area/grade level.

Another option to consider is completing an Alternative Licensure Program by visiting the following link;
<https://www.isbe.net/Pages/ELAlternativeLicense.aspx>

In addition, should you decide to complete an educator program outside of the state of Illinois, you will want to make sure that it leads to licensure within that state. Because Illinois offers Reciprocity, this license can be transferred over to the state of Illinois upon completion of a PEL application. You must provide proof of an Out of State Teacher's License in order to be considered for Reciprocity. In the event that you have not obtained



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licensure elsewhere, you would then need to verify completion of Illinois Standards by having your college/university fill out the following form; <https://www.isbe.net/Documents/80-02-standards-verification.pdf>