

PARAPROFESSIONAL EDUCATOR ENDORSEMENTS ON AN EDUCATOR LICENSE WITH STIPULATIONS

New **paraprofessional educator endorsements on an Educator License with Stipulations** may be issued to an applicant who:

Holds a high school diploma or its recognized equivalent



A minimum of 60 semester hours of credit from a regionally accredited institution of higher education **OR** has passed a test of basic skills (the ETS Paraprofessional or ACT WorkKeys)

Closest testing sites to I-KAN ROE 32:

1. JJC, 815-280-1526 or <http://www.jjc.edu/workforce-development/Pages/testing-assessments.aspx#para>
2. ROE 17 in Bloomington, 309-888-5120 ext. 252 or <http://www.roe17.org/licensure/paraprofessionals>

OR

Holds an associate's degree or higher from a regionally accredited institution of higher learning

To apply for an **Educator License with Stipulations** the applicant must apply online in the ELIS system (www.isbe.net). First they must create an account. Once the account has been created, the applicant will select "Apply for a License, Endorsement or Approval". See example below:

The first step to submitting your Illinois license application is to determine your application type. Please select your desired application type from the list →

<input type="checkbox"/>	apply for new license
<input type="checkbox"/>	apply for new endorsement
<input type="checkbox"/>	apply for an approval
<input checked="" type="checkbox"/>	apply for a paraprofessional endorsement (NCLB)
<input type="checkbox"/>	apply for a substitute license

Please follow the steps as prompted. The cost of the license will be \$100.00 + applicable service fee. You must pay online using a credit card. The State Board of Education will then ask you to forward your supporting documentation to them (transcripts or test scores and a copy of your high school diploma or GED). **Send all documents to the I-KAN ROE to upload into your ELIS account (not ISBE).** Check back in your ELIS account periodically for the status of your license. Once the license has been issued; Individuals must register the new Educator License with Stipulations with the paraprofessional educator endorsement for five years. The registration fee is \$10 per year for a total of \$50.00 + applicable service fee. If it is issued in a current year you may pay and additional \$10.00 as they will give you the current year plus five additional years.

The paraprofessional educator endorsement is valid until June 30 immediately following 5 years of the endorsement being issued and may be renewed through application and payment of the appropriate fee. An individual who holds only a paraprofessional educator endorsement is not subject to additional requirements in order to renew the endorsement at this time.

It is the responsibility of the Paraprofessional license holder to renew their license when due. Please keep contact information current in the ELIS system and log in to your account periodically to check the validity of your license.