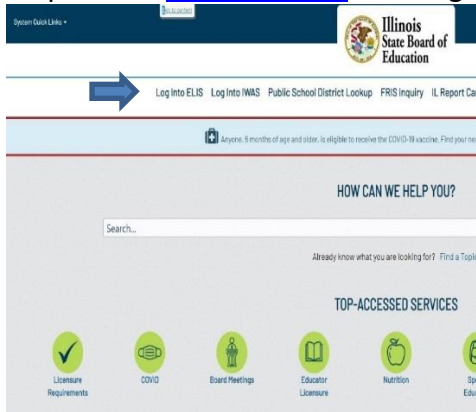




Directions for new account set up for Educator License Information System. (ELIS)

Step 1. Visit www.isbe.net click Login Into ELIS



Step 2. Click the *Log in to your ELIS account.*



Step 3. Click the blue hyperlink **“CLICK HERE FOR FIRST TIME ACCESS FOR ELIS SYSTEM”**
 This will take you to IWAS, the portal where you will need to create your new profile.



REGIONAL OFFICE of EDUCATION

Monroe & Randolph Counties

Monroe County Office
107 East Mill Street
Waterloo, IL 62298
Tel: (618) 939-5650
Fax: (618) 939-5332

Randolph County Courthouse
#1 Taylor Street, Rm. 101
Chester, IL 62233
Tel: (618) 826-5471
Fax: (618) 826-5474



KELTON DAVIS
Regional Superintendent
of Schools

CHRIS DIDDLEBOCK
Assistant Superintendent
of Schools

Step 4. Enter your personal information. All red arrows are required fields.

Step 5. Select Create My Account.

Step 6. Click Continue and you will be prompted to enter your personal information.

Step 7. Click the Credential you are applying for and follow the prompts.