Upon logging into ELIS select the “Reinstate Your Credentials” option by clicking on the green type.

Click on “Click Here to Reinstate License”
Review the information. Click on “Next” or the arrow.
Review the information. Click on “Next” or the arrow.
Review the information. Click on “Next” or the arrow.
Read the questions below very carefully before responding. After responding to all of the questions click on “Next” or the arrow.
Click on the $500 penalty option and then click “Next” or the arrow.

To reinstate your license, you must complete nine semester hours of coursework in areas aligning with your endorsement areas or pay a $500 penalty fee. Please choose one of the following options:

- I have completed nine semester hours of coursework in the past five fiscal years in areas aligning with my endorsements.
- I will pay a $500 penalty fee in lieu of completing nine semester hours of coursework.

Click the “Next” button once you have made a selection.
Fill in the required credit/debit card information. Fill in the address even if it is the same as the mailing address. Click “Next” or the arrow.
Click on the ▼ to access the drop down list of all regions. Use the ▲ on the side bar to go up and down. Select the correct region by clicking on it. It will turn blue. Click “Next” or the arrow.
Review the information. Click “Next” or the arrow. When ELIS completes the transaction a message will appear advising that the license has been reinstated. Please note that ISBE no longer issues paper licenses. ELIS will divert to the credentials page. The license expiration date will have been extended five years.