How Do I Apply for a Paraprofessional License?

Are you 19+ years old?

- No. → You must be 19 years old to apply for the license.
- Yes! → Did you graduate high school or complete a high school equivalency (HSE) or GED?
  - No. → You must have a high school diploma or HSE/GED to apply for the license.
  - Yes! → Do you have an Associate's degree or 60+ semester hours of college coursework?
    - Yes! →

      Great! Send your official transcripts to Lisa at lwojcik@roe35.org.

      Create an ELIS account at ISBE.net

      Apply for the paraprofessional license.

      Register your license once it is issued.

      You're ready to work!
    - No. → Have you completed the WorkKeys Applied Math and Workplace Documents Assessments with a score of 4 or higher?
      - Yes! →

        Great! Send high school diploma/transcript with graduation date or HSE/GED with completion date AND your score of 4 or higher on both tests to Lisa at lwojcik@roe35.org

        Create an ELIS account at ISBE.net

        Apply for the paraprofessional license.

        Register your license once it is issued.

        You're ready to work!
      - No. → Find information about taking the WorkKeys assessments here.