# HOW TO CREATE AN ELIS ACCOUNT

## 1. GO TO www.roe35.org

#### 2. Click ELIS Login



**3. SELECT: CLICK HERE FOR FIRST TIME ACCESS TO THE ELIS SYSTEM** 

ELIS Log In Page



#### 4. COMPLETE THE ELIS FOR EDUCATORS ACCOUNT SIGN UP

				Q Requi
First Name		0		
Last Name		0		
Date of Birth		o mm/o	dd/yyyy	
Enter	either SSN or IEIt	1		
Social Security Number	hyphens	No	0	
IEIN	OR	0		
Login Name		00		
Password		00		
Confirm Password		00		
Email Address				00
Secret Question				00
Answer				00
Broadcast Email	YES - Send syste	em messages to the	above email a	address + 🕜
Email Type	HTML CO	10		

**QUICK TIP**: To avoid duplicate accounts and records, use your **legal first name** when creating your ELIS account and when registering for any licensure testing!

In order to create an account, you will need to fill in the information requested on the IWAS for Educators Account Sign Up page. Once you have filled in the profile correctly, clicking Continue will take you to the IWAS for Educators welcome screen.

\*Please note that you do not need to know your IEIN number in order to signup, just your Social Security Number OR your IEIN number.

### 5. ACCESSING THE EDUCATOR LICENSURE INFORMATION SYSTEM (ELIS)

Once you are at the welcome screen, clicking the Continue button will take you into your ELIS account

1000	Gery J. Chica, Constanti – Christingher A. Kara, Salo Superintentent
ogen IffEthick100	Hells Jonathan, you last logged in 6/20/2013 4/07/36 PM.
Hone	Welcome to your personal TWAS for Educators account.
Edit Profile	From this page you can click on the "Continue" Auton to access all of your concettals online,
Change Pussword	Continue >>
Contact On	
Help	
Logout	
19645 Training Video	
Shared State Country in the	