

**ILLINOIS STATE BOARD OF EDUCATION (ISBE)  
PROFESSIONAL EDUCATOR LICENSE RENEWAL TIMELINES & PD/IAA REQUIREMENTS FOR IL PUBLIC SCHOOL EDUCATORS**

**TEACHERS, CAREER & TECH ED TEACHERS, & SCHOOL SUPPORT PERSONNEL/RENEWAL YEAR (FY 2019)**

CHECK/CHANGE PD/EMPLOYMENT STATUS IN ELIS	RECORD PD* IN ELIS	REGISTER THE LICENSE IN ELIS	LAPSES IF PD* WAS NOT RECORDED BY 8/31	INVALID FOR EMPLOYMENT IF PD* WAS RECORDED BUT LICENSE WAS NOT REGISTERED BY 8/31	LAPSES IF LICENSE WAS NOT REGISTERED BY 12/31	PD* HOURS REQUIRED PER 5-YEAR CYCLE
On/Before <b>August 31</b>	On/Before <b>August 31</b>	On/Before <b>August 31</b>	<b>September 1</b>	<b>September 1</b>	<b>January 1</b>	<b>Career/Tech Ed = 120**</b> <b>Bachelor's Degree = 120</b> <b>One Advanced Degree = 80</b> <b>Two+ Advanced Degrees = 40</b>

\*Professional Development (PD) required through an Illinois Approved Professional Development Provider (<http://www.isbe.net/licensure/requirements/prof-dev-provider-list.pdf>).

\*\*Educators working on a career and tech ed endorsement must complete 120 hours of PD regardless the number of degrees held or of any other endorsements held.

**TEACHERS, CAREER & TECH ED TEACHERS, & SCHOOL SUPPORT PERSONNEL/RENEWAL YEARS (FY 2020) AND AFTER**

CHECK/CHANGE PD/EMPLOYMENT STATUS IN ELIS	RECORD PD** IN ELIS	REGISTER THE LICENSE IN ELIS	LAPSES IF IAA* & PD** WERE NOT RECORDED BY 8/31	INVALID FOR EMPLOYMENT IF IAA* & PD** WERE RECORDED BUT LICENSE WAS NOT REGISTERED BY 8/31	LAPSES IF LICENSE WAS NOT REGISTERED BY 12/31	PD** HOURS REQUIRED PER 5-YEAR CYCLE
On/Before <b>August 31</b>	On/Before <b>August 31</b>	On/Before <b>August 31</b>	<b>September 1</b>	<b>September 1</b>	<b>January 1</b>	<b>PD** = 120</b>

\*\*Professional Development (PD) required through an Illinois Approved Professional Development Provider (<http://www.isbe.net/licensure/requirements/prof-dev-provider-list.pdf>)

Note: Beginning 2015-2020 renewal cycle, and every cycle thereafter, all teachers and school support personnel will have to complete 120 professional development hours regardless of number or types of degrees held.

**ADMINISTRATORS**

CHECK/CHANGE PD/EMPLOYMENT STATUS IN ELIS	COMPLETE REQUIRED IAAs*	RECORD PD** IN ELIS	REGISTER THE LICENSE IN ELIS	LAPSES IF IAA* & PD** WERE NOT RECORDED BY 8/31	INVALID FOR EMPLOYMENT IF IAA* & PD** WERE RECORDED BUT LICENSE WAS NOT REGISTERED BY 8/31	LAPSES IF LICENSE WAS NOT REGISTERED BY 12/31	IAA*/PD** REQUIRED PER 5-YEAR CYCLE
On/Before <b>August 31</b>	On/Before <b>August 31</b>	On/Before <b>August 31</b>	On/Before <b>August 31</b>	<b>September 1</b>	<b>September 1</b>	<b>January 1</b>	<b>IAA* = 5</b> <b>PD** = 100</b>

\*Illinois Administrators Academy (IAA). One IAA is required between July 1 and June 30 of each fiscal year a licensee holds an administrative position. IAAs cannot be banked/carried over to future years. Licensees who fail to complete a required IAA in any given fiscal year must take 2 IAAs to make up for the missed IAA. To avoid a penalty IAA for last fiscal year of the five-year cycle, the required IAA must be completed and recorded in ELIS prior to June 30.

\*\*Professional Development (PD) required through an Illinois Approved Professional Development Provider (<http://www.isbe.net/licensure/requirements/prof-dev-provider-list.pdf>)

**PARAPROFESSIONAL EDUCATORS**

REGISTER LICENSE IN ELIS	INVALID FOR EMPLOYMENT IF NOT REGISTERED BY 8/31	PD* HOURS REQUIRED PER 5-YEAR CYCLE
Beginning April 1, of the last year of renewal cycle	<b>September 1</b>	<b>0 – NONE – NOT APPLICABLE</b>

\*Professional Development (PD)