

What is a Paraprofessional?

Paraprofessionals play an essential role within school districts. Under the supervision of a licensed teacher, a paraprofessional supports teachers and students in many ways. For instance, a paraprofessional can tutor students or assist the teacher with managing the classroom and organizing instructional materials.

Option 1

Short-Term Approval for the Paraprofessional

Application fee: \$50 | No registration fee

REQUIREMENTS

- ✓ High school diploma (or equivalent) or higher

EMPLOYMENT

- Valid for three fiscal years*
- Non-renewable
- Eligible to be employed as a full-time paraprofessional
- No limit on work days

HOW TO APPLY

1. Log in to ELIS at apps.isbe.net/iwasnet/login.aspx.
2. From the home page, select "Apply for Credential" and click "Approvals."
3. Choose Short-term Approval for Paraprofessionals to complete application and pay fee.
4. Submit copy of high school diploma to licensureforms@isbe.net.

Option 2

ELS Paraprofessional Educator Endorsement

Application fee: \$100 | Registration fee: \$30

REQUIREMENTS

- ✓ Must provide proof of **one** of the following:
 - Associate degree or higher
 - 60 semester hours of coursework
 - High school diploma/GED** with score of 460 or higher on the ETS Paraprofessional test
 - High school diploma/GED** with score of 4 or higher on the ACT Workkeys Applied Mathematics and Reading for Information tests

EMPLOYMENT

- Valid for five years
- Renewable
- Eligible to be employed as a full-time paraprofessional
- No limit on work days

HOW TO APPLY

1. Log in to ELIS at apps.isbe.net/iwasnet/login.aspx.
2. From the Action Center, apply for a paraprofessional license.
3. Complete application and pay fee.
4. Submit copy of test scores to licensureforms@isbe.net or have your institution of higher education email official transcripts to transcripts@isbe.net.
5. Once issued, you must register your license in ELIS.

*You must be working toward fulfilling requirements for the ELS Paraprofessional Educator endorsement during the time you have a short-term approval.

**If you already hold the paraprofessional short-term approval, you do not need to resubmit your high school diploma/GED.

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