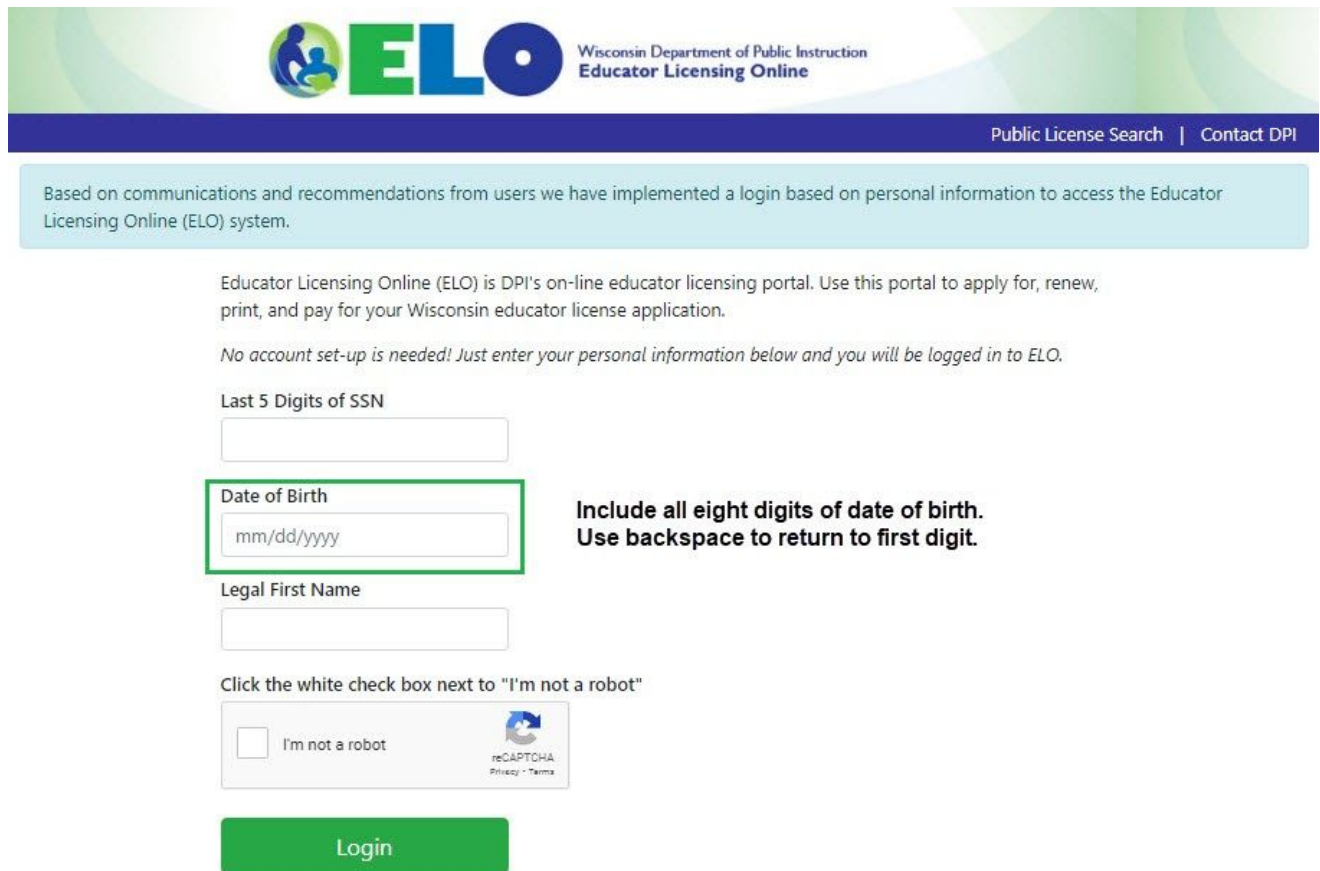


TEPDL Log-in Job Aid

1. DOB

- a. The date of birth field requires all eight digits of your date of birth (e.g. mm/dd/yyyy).
- b. If you are having trouble entering all eight digits of your date of birth, use backspace to return your cursor to the first digit in the date of birth field.



The screenshot shows the ELO (Educator Licensing Online) login page. At the top, there is a header with the ELO logo and the text "Wisconsin Department of Public Instruction Educator Licensing Online". Below the header, there is a navigation bar with "Public License Search" and "Contact DPI". A light blue box contains the text: "Based on communications and recommendations from users we have implemented a login based on personal information to access the Educator Licensing Online (ELO) system." Below this, there is a paragraph explaining that ELO is DPI's on-line educator licensing portal and that no account setup is needed. The login form includes fields for "Last 5 Digits of SSN", "Date of Birth" (with a placeholder "mm/dd/yyyy" and a green border), and "Legal First Name". To the right of the "Date of Birth" field, there is a note: "Include all eight digits of date of birth. Use backspace to return to first digit." Below the form fields, there is a checkbox labeled "I'm not a robot" and a reCAPTCHA logo. At the bottom of the form is a green "Login" button.

2. Password saving

- a. Consider if you want your internet browser to save your login credentials for ELO.
- b. If you do not want your browser to save your credentials, you can configure your browser settings to not save your login information.
- c. The supported internet browsers for ELO are
 - i. Chrome version 65 or higher
 - ii. Firefox version 58 or higher
 - iii. Internet Explorer version 11 or higher

d. For more information on how to configure your browser password settings, refer to the user support provided by your preferred browser.

- Chrome:
<https://support.google.com/chrome/search?q=chrome+password+setting>
- Firefox:
<https://support.mozilla.org/en-US/kb/password-manager-remember-delete-edit-logins>
- Internet Explorer:
<https://support.microsoft.com/en-us/topic/remember-passwords-and-fill-out-web-forms-for-internet-explorer-11-6883f6ce-0d1c-c2b9-e21e-705976d1c886>

3. License(s) and expiration date

- Lifetime license holders:** there will not be an expiration date.
- Non-Lifetime license holders:** there will be an expiration date.

License Type	License Expiration Date	Subjects or Positions
A-Teacher (including 5-Year Sub) [T001]	2020-06-30	Cross-Categorical Special Education
A-Teacher (including 5-Year Sub) [T001]		Cross-Categorical Special Education

Select One of the Following Options to Proceed:

I confirm this is my information
 No this is not my License information

4. Checking license(s)

ELO Wisconsin Department of Public Instruction
Educator Licensing Online

Logged in as

[Update Profile](#) | [Logout](#) | [Contact Us](#)

Quick Start Menu
Welcome to the DPI Educator Licensing Online system.
The Quick Start menu is the home for educator transactions, payments, and license certificates.
After each transaction, scroll down to view important information.

LICENSE INFORMATION [Expand](#)

ENTITY NUMBER:
HAVE STIPULATIONS?

LICENSE NUMBER:
LICENSE TYPE:

1

Access ELO Cart and Additional Activities
Unless otherwise noted, all transactions require a Conduct & Competency Questionnaire (C&C) and a payment. No refund will be made regardless of whether or not a license is issued.

Manage Your Existing License(s)
An application against an existing license is only required when the license expires this calendar year. See [directions](#) for important details.

Professional Educator Teacher

Apply for a License
Are you a recent graduate, have completed a new approved program, or passed a Wisconsin content test to add a teaching subject to your license? Thinking about moving to Wisconsin and becoming an educator?
Apply for a license below.

- a. The correct one(s) are listed
- b. Not listed?



- c. STOP!
- d. Log-out
- e. Log back in

5. Internal Server Error



Internal Server Error

If an Internal Server Error occurs, please contact the licensing department to resolve the issue. Use this link to let us know you have received the Internal Server Error. Please add in details of where in the application process the error occurred. This will allow us to help resolve the error quicker.

<https://dpi.wi.gov/support/contact-educator-licensing>