All licensure applicants must send proof of having requested transcripts to be sent to ISBE prior to entitlement. Please follow the steps below on how to order transcripts. Once ordered you will receive an e-mail receipt of the order. This e-mail receipt must be forwarded to ctecert@education.illinois.edu.

Note: If you are a graduate student and you don’t need a master’s or doctorate for your license please check the ‘Hold until grades have posted for:’ button for the semester in which you need to show your grades.
Searching for Recipient 1 in ILLINOIS

Recipient Address

Address
EDUCATOR LICENSURE DIVISION
ILLINOIS BOARD OF EDUCATION
100 N 1ST ST S-306
SPRINGFIELD IL 62777-0001
UNITED STATES

Telephone # 217-557-6763

Attachment Options for this Recipient

Some recipients require additional information pages ("Attachments") alongside your transcript. Any transcript order with an Attachment is currently limited to a single recipient.

Are you providing an attachment?

☐ No
☐ Yes (This is not common)

Address Confirmation

Please read and check the box to continue. Although we make every effort to maintain current school addresses in our database, it remains your responsibility to ensure that the correct address is used on your transcript order.

☐ I confirm this address

Available Recipients

<table>
<thead>
<tr>
<th>Address</th>
<th>College/University Type</th>
<th>Delivery Methods</th>
</tr>
</thead>
</table>
| EDUCATOR LICENSURE DIVISION
ILLINOIS BOARD OF EDUCATION
100 N 1ST ST S-306
SPRINGFIELD IL 62777-0001 | | PDF
| | | Mail |

My recipient was not found. I want to enter the address manually.

September 2018