Educator Licensing Online Onboarding Process – New Applicants

The first time educators login to ELO they will have to provide basic information about themselves so that DPI may check for any existing license records. This is called Onboarding, and it is a one-time event.

In Step 1, click “Let Me Check” and then Next at the bottom right.
In Step 2, enter your last name, Social Security number twice (without dashes) and your date of birth (mm/dd/yyyy). This information is used to double check for any existing license records. If you are new to the Wisconsin educator profession and are applying for the first time, it is expected that no records will be found. Note: the connection to ELO uses security based on industry standard (SSL). Click Next.
If no existing license records are found you will be brought to the Quick Start Menu. Below is an example of the Quick Start Menu you will see after successfully completing the Onboarding process. You will then be ready to apply for a new license.