

NAME CHANGES IN ELIS

Checklist (see details below)

- _____ Complete Licensure Update Form and return to an ROE 12 office
<https://www.isbe.net/Documents/73-71-licensure-update.pdf>
- _____ Submit copy of valid drivers license to an ROE 12 Office
- _____ Check your ELIS account for change

If your name has changed you may submit the Licensure Update Form and a copy of a valid drivers license with the correct name to an ROE #12 office. It will be scanned into your ELIS account and the change will be made. You should periodically check your ELIS account to see that the correct change has been made.