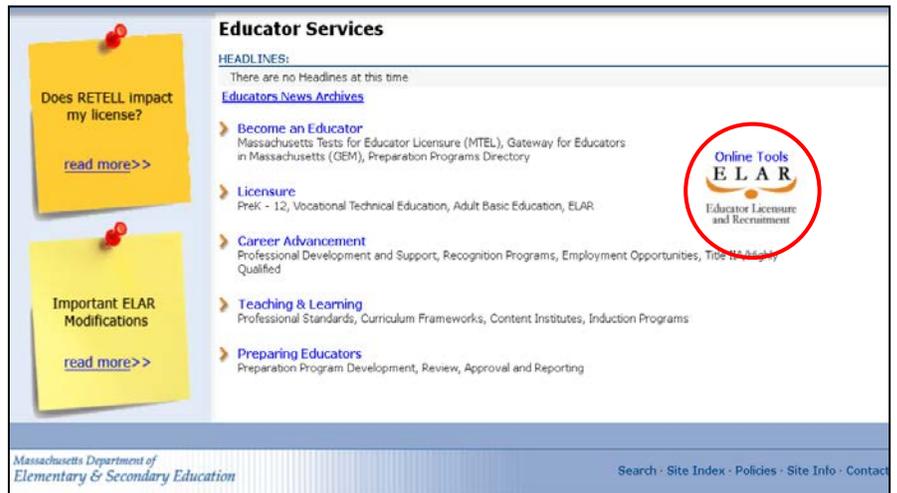


How to apply for the SEI Endorsement

Step 1) Visit www.doe.mass.edu/educators and click on the ELAR logo on the right-hand side of the screen.



Educator Services

HEADLINES:
There are no Headlines at this time

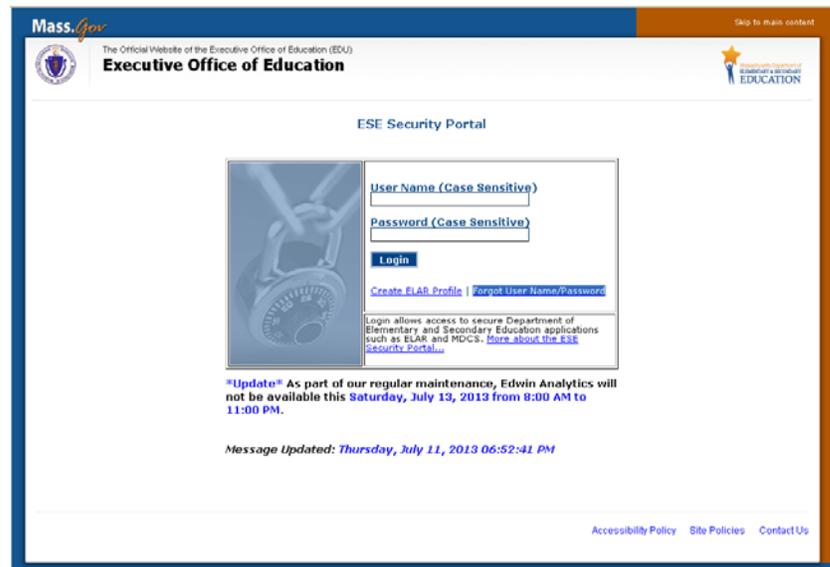
[Educators News Archives](#)

- **Become an Educator**
Massachusetts Tests for Educator Licensure (MTEL), Gateway for Educators in Massachusetts (GEM), Preparation Programs Directory
- **Licensure**
PreK - 12, Vocational Technical Education, Adult Basic Education, ELAR
- **Career Advancement**
Professional Development and Support, Recognition Programs, Employment Opportunities, Title III/AAEP/Qualified
- **Teaching & Learning**
Professional Standards, Curriculum Frameworks, Content Institutes, Induction Programs
- **Preparing Educators**
Preparation Program Development, Review, Approval and Reporting

Massachusetts Department of Elementary & Secondary Education

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Step 2) Enter your User Name and Password. If you are not sure of your User Name and Password, click on [Forgot User name/Password](#) (for instructions, see below).



Mass.gov
The Official Website of the Executive Office of Education (EOE)

Executive Office of Education

Massachusetts Department of Elementary & Secondary Education

ESE Security Portal

User Name (Case Sensitive)
Password (Case Sensitive)
Login

[Create ELAR Profile](#) | [Forgot User Name/Password](#)

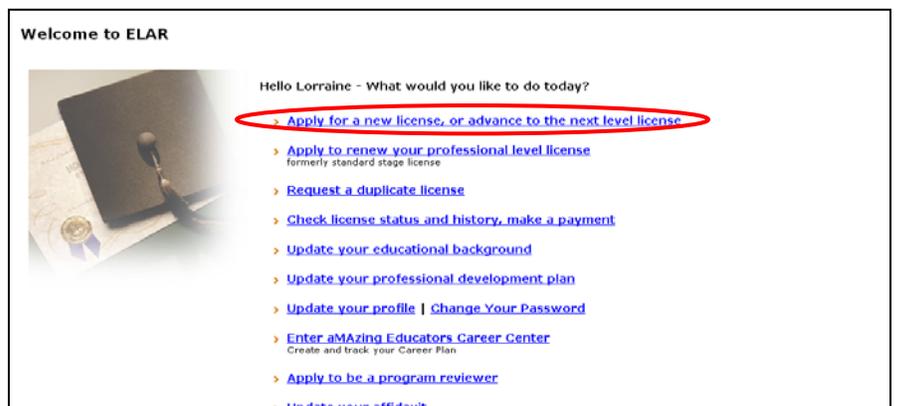
Login allows access to secure Department of Elementary and Secondary Education applications such as ELAR and MDCS. [More about the ESE Security Portal...](#)

Update As part of our regular maintenance, Edwin Analytics will not be available this Saturday, July 13, 2013 from 8:00 AM to 11:00 PM.

Message Updated: Thursday, July 11, 2013 06:52:41 PM

Accessibility Policy | Site Policies | Contact Us

Step 3) After logging into ELAR, you may be asked to update some information or you may be directed right to the welcome screen. Please select “apply for a new license, or advance to the next level license”.



Welcome to ELAR

Hello Lorraine - What would you like to do today?

- **Apply for a new license, or advance to the next level license**
- **Apply to renew your professional level license**
formerly standard stage license
- **Request a duplicate license**
- **Check license status and history, make a payment**
- **Update your educational background**
- **Update your professional development plan**
- **Update your profile** | **Change Your Password**
- **Enter aMAZing Educators Career Center**
Create and track your Career Plan
- **Apply to be a program reviewer**
- **Update your affidavit**

Step 4) Review the steps to apply for a license and click “next”. Verify your profile information and click “next”. On the following page, select “Endorsements” from the drop down list and then select the appropriate SEI Endorsement (teacher or administrator), select the “Level” and “Type: and then and click “add”.

Step 5) Select the path to earn the endorsement and click “next”. For Administrators there is one path and for teachers there is either path 1 (for those taking the ESE course, that have an ESL/ELL license, will pass the SEI MTEL, etc.) or path 2, which will be a transcript review based on a related degree or graduate level training.

Step 6) Click “next” to continue to the next page of the application. On the following page, update or enter your affidavit information and click “sign”.

Step 7) Click “okay” to continue to the next page of the application. Complete the application by clicking “sign” and then “okay”. On the Payment screen, click “done”. Please note that no fee is required for the SEI Teacher or Administrator Endorsement.

Apply for Licensure

Step 2 - Enter Licenses for Approval

Lorraine Casamento,

Please use this page to request one or more licenses for which you would like to apply. Select the field, level, and type for the licenses for which you would like to apply and then click ADD button. You will then be asked to indicate how you expect to obtain the license by selecting from available paths.

Current Licenses and Applications
**Note: Appropriate data on file.

Field	Level	Type	Application Type	Date Applied	Date Issued	Expiry Date	Status
None found.							

New Licenses and Applications

* Field:

* Level:

* Type:

Click ADD to add the selected license to your application (shown in the table below).

Requested fields are marked by * (asterisk).

	Field	Level	Type	Application Type	
<input type="button" value="add"/>	<input type="button" value="remove"/>	Endorsements , Sheltered English Immersion - Teacher	Level depends on prereq license	Endorsement	ACADEMIC

Total amount: \$0.00

Click NEXT when done adding licenses to this application.

Instructions for retrieving your User Name and/or resetting your Password

1. At the Security Portal click on [Forgot User Name/Password](#).
2. Click on [Retrieve User Name/Reset Password](#).
3. Enter personal information on the User Registration page and click “submit”.
4. The system will retrieve your User Name.
5. Click on [Forgot Your Password?](#) and answer your security question. Please remember that the security answer is case, space, and punctuation sensitive.
6. Reset your Password by creating a brand new Password and confirm the Password. Please write down or remember your User name and Password for future use.
7. Click “submit”.
8. Click “close”.
9. Click “yes”.
10. Close your browser window follow steps 1-7, above.

If additional assistance is required, please contact the Licensure Call Center

(Monday-Friday, 2:00-5:00 p.m.) at (781) 338-6600.