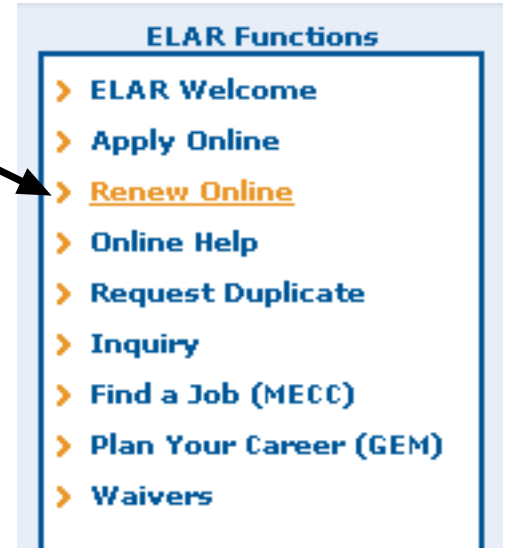


## Renew Your Educator's License (Teacher's Certificate) Online

- go to: <http://www.doe.mass.edu/Educators/>
- click on Licensure
- click on Pre K-12
- click on Renew Online on left side of screen
- DOE Security Portal

- click on Create New ELAR account  
(Educator Licensing and Recruitment)

The image shows a login form with two input fields: "UserName (case sensitive)" and "Password (case sensitive)". Below the fields is a blue "login" button. At the bottom of the form, there are two blue links: "Create New ELAR Account" and "Forgot User". A black arrow points from the "Create New ELAR account" instruction to the "Create New ELAR Account" link. Another black arrow points from the "click on Renew Online on left side of screen" instruction to the "Renew Online" option in the "ELAR Functions" menu.



- follow on-screen prompts to set up a new account
- once an account has been setup, enter your user name and password
- Congratulations, you've made it to the Welcome Screen. Click continue.
- There are 6 steps for renewing your license(s).
  1. Verify Profile
  2. Select the Licenses for renewal
  3. Confirm PDP
  4. Sign Affidavit
  5. Confirm Application
  6. Enter Payment (credit card online; credit card info mailed in; cashier's check or money order)