

ALiS – AOE Online Licensing System for Educators

As a Licensed Educator you should register with the VT AOE ALiS system.

Unsure whether you are already in our system please contact the Licensing Office BEFORE registering at AOE.Licensinginfo@vermont.gov

Registering/Updating Instructions:

ALiS System Link: <https://alis.edlicensing.vermont.gov/>

- If you have not registered, but have previously sent information to the Agency of Education please click on "Existing and previously licensed Vermont Educators Register Here"
- If you have NEVER held any type of license or applied for a license in Vermont please click on "Never held an Educator License in Vermont? Click here"
- If you've already registered in ALiS previously please login using your username and password to keep current information up to date.
- Once registered please update your profile and ensure that your Preferred Email is correct as this is how the AOE will contact you in the future.
- In order for your current employer to view your profile please update your employment section.

Key things to look at when updating or entering the employment section:

School name is correct (building you work at)

Check the box for continuing employment and be sure end date is blank

FTE should be 100%

Click on grades and select right grade levels

It will say update successful but there's a save button at the bottom of the screen you have to scroll down to see. If you're missing one thing from the list above or don't scroll to the save button it prevents your employer from viewing.

If you are having difficulties with the online system, tutorials may be found on the VT Agency of Education website at:

<http://education.vermont.gov/educator-quality/tutorials-and-faqs>

You may also contact the Barre Unified Union School District Central Office for assistance at 802-476-5011.