

# Louisiana Educator Portal

## Teacher Account Setup

1. To access the LEP you must first create a **My.La.Gov** account.  
*(If you already have a my.la.gov account for eSER access, skip to step 3)*
  - a. When creating an account be sure to use your **@sjpsb.org email address** as the **User ID** and **Email Address**.
  - b. To create an account go to: <https://my.la.gov/en-us/>.
2. After you create an account you will receive a confirmation email. In the email click **“Confirm Your Email”**
3. Now you can access LEP. Go to: <https://registration.edlink.la.gov/>
  - a. Login using your My.La.Gov login information.
  - b. Go to the **Application Menu**
  - c. Choose the Application: **Louisiana Educator Portal**
  - d. Click **“Log In”** at the top right of the screen
  - e. Log in by entering the **verification code** sent to your email
  - f. Verify that your information listed is correct. If incorrect please contact [hr@sjpsb.org](mailto:hr@sjpsb.org)