**E-Certification Account**

The Office of the Superintendent of Public Instruction (OSPI) has introduced E-Certification which allows educators to take care of the most common tasks completely online. Beginning July 1, 2014, all certification applications will be processed through E-Certification. Washington educators will continue to use E-Certification as you enter the professional world of teaching to complete a number of tasks including: check application status, reissue residency teacher certificate, request duplicate copy of certificate, maintain personal data, and much more!

* Go to: <https://eds.ospi.k12.wa.us>
* Click “Create an Account” tab

Username: Must be valid email address

Password: Passwords must be at least 8 characters long, contain at least: one uppercase letter, one lowercase letter, one number, and one symbol.

* To Complete Profile Information (you can leave the certification field blank) – Click Submit

You will be prompted to “Request Application Roles” select the “Not Now” button to continue to EDS

* Wait an hour before you complete the remaining steps:
* Go to the EDS website, <https://eds.ospi.k12.wa.us>
* Login
* Select “My Applications”
* Then select “E-Certification”
* You will be prompted to confirm/enter your demographic information