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## Educator ID Request Form

Please use this form only to obtain Educator IDs as a last resort. If you are having issues with an SLDS Staff\_Match please be sure to check [ALiS](#) to see how the educator is listed. Only the educator is allowed to change their personal information. If you notice there is a problem with how the educator is listed in ALiS, please contact the educator and have them update their profile in the system.

### Educator Information:

Educator ID #: \_\_\_\_\_

First Name: \_\_\_\_\_

Middle Name: \_\_\_\_\_

Last Name: \_\_\_\_\_

Gender: M F                      DOB: \_\_\_\_\_

Educator ID #: \_\_\_\_\_

First Name: \_\_\_\_\_

Middle Name: \_\_\_\_\_

Last Name: \_\_\_\_\_

Gender: M F                      DOB: \_\_\_\_\_

Contact information for these requests:

Name: \_\_\_\_\_ Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Please return to:

Data Management & Administration Team

1 National Life Drive

Montpelier, VT 05620-2501

(802) 828-1017

(802) 828-6430 (fax)

### Contact Information:

If you have questions about this document or would like additional information please contact:

Data Management and Administration Team, (802) 828-1017