

LOCATING THE PIC (Personal Identification Code) FOR MICHIGAN EDUCATORS

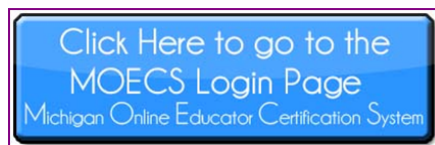
1. For individual teachers, the best way to obtain their PIC (Personal Identification Code) is by contacting the Human Resources department in their district. There are multiple ways for REP (Registry of Education Personnel) authorized users to obtain their PIC. If they do not have the PIC, they would know who the REP authorized user is for the district. The REP authorized user would be able to provide the PIC.
2. A certified teacher can obtain their PIC number in the Michigan Online Educator Certification System (MOECS). Each teacher's PIC is now included in their certification information in the teacher certification database. Once you go into the MOECS system you need to click on "Manage Demographics" located just above "Education."

NOTE: If you are a substitute and have never worked in a district or a non-public entity, you may need to use the MOECS/MEIS sites to search for your PIC number. The State has established the MOECS system for tracking renewals/recertification. All educators seeking certificate renewal now need to login within the MOECS system.

If you are unable to get your PIC from your district:

1. Go to the following web site:

http://www.michigan.gov/mde/0,1607,7-140-6530_5683_57223---,00.html



2. Click on
3. Login to the MOECS

If you do not know your MOECS login, click on the link to create an account within MEIS.

<p>Michigan Online Educator Certification System (MOECS) MOECS is the new Michigan Online Educator Certification System. This is a fully secured, role/function based web application developed and managed by the State of Michigan.</p> <p>To access the Michigan Online Educator Certification System (MOECS), users must have a valid Michigan Education Information System (MEIS) login name and password. If you do not have a MEIS login name and password, you need to first create a Michigan Education Information System (MEIS) account by visiting https://cepi.state.mi.us/meispublic/</p>	<p>MOECS Login</p> <p>Login Name <input type="text"/></p> <p>Password <input type="password"/></p> <p><input type="button" value="Log In"/></p> <p>I forgot my Login Name / Password Create MEIS account</p>
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4. You need to wait 24-48 hours to receive an email with your new MEIS/MOECS login. At that time, return to the MOECS webpage and login.
5. You will then be able to complete the search for your PIC numbers. Click on "Manage Demographics" located just above "Education."