

LOCATING THE PIC (Personal Identification Code) FOR MICHIGAN EDUCATORS

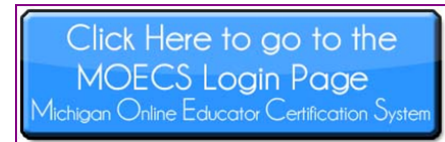
For individual teachers, the best way to find your Personal Identification Code is to either ask your Human Resources department or look it up on the Michigan Online Education Certification System (MOECS) system.

- A certified teacher can obtain their PIC number by logging in on the Michigan Online Educator Certification System (MOECS). On your profile page, your six-digit PIC number will be listed.

To lookup your code:

1. Go to the following web site: http://www.michigan.gov/mde/0,1607,7-140-6530_5683_57223---,00.html

2. Click on the big blue button for the MOECS login page.
3. Login to the MOECS



- *If you do not know your MOECS login, click on the Log In Assistance link on the right side of the screen or read the instructions at the bottom of the page to create an account within MEIS.
4. It may take 24-48 hours to receive an email with your new MEIS/MOECS login. Once you receive that information, return to the MOECS webpage and login.
 5. On your profile page, your six-digit PIC number will be listed.