

To access the SAE Survey, you must have access to the NYSED Business Portal. The Superintendent of your public school district or the School Leader for a non-public school is the responsible party to assign rights to the NYSED Business Portal as well as the underlying SED Monitoring and Vendor Application. **NYSED Staff are not able to grant access to the secure NYSED Business Portal.**

If you are not able to log in at this stage of the process, please contact the Superintendent or your School Leader for access rights to the NYSED Business Portal and the underlying SED Monitoring and Vendor Application.

NYSED Home | Portal Home | Reset Your Password | **Log In**

NYSED .gov
New York State
EDUCATION DEPARTMENT
Knowledge > Skill > Opportunity

Application Business Portal

Portal Dashboard

My Applications

In order to view secure applications, you must be logged in. Please [Log In](#) to continue to your NYSED Business Portal Applications.

Public Links

- Inventory of Registered Programs
- Look Up Postal Zip Codes
- NYSED Public web site
- Professional License Online Verification Searches
- SEDFEF Query
- Teacher Certification Help
- TEACH Public Inquiry System

Other Applications

- Child Nutrition Knowledge Center (CN)
- Impartial Hearing Reporting System (IHRS)
- Rate Setting Unit (RSU)
- System to Track and Account for Children (STAC)
- Teacher's Certification (TEACH)
- Teacher Access and Authorization

[NYSED Home](#) | [Accessibility](#) | [Privacy Statement](#) | [Disclaimer](#) | [Terms of Use](#)

Clicking Log in will display the log in credentials screen. As mentioned above, access is granted at the School District or Non-Public School Leader level. Please enter valid credentials here and click Sign In.



Application Authentication

Login

Sign In

Username

Password

Sign in

Cancel

[Lost Password?](#)

Once logged in successfully, at the top of the screen the system will display the applications you have access rights to.

If the SED Monitoring and Vendor Performance System link is not displayed, please contact the School District Superintendent or the Non-Public School Leader/CEO for access rights. As mentioned, NYSED Staff cannot grant access to this secure portal.



Application Business Portal

You are logged in as **Lyle Hartog**.

My Applications



- SED Monitoring and Vendor Performance System
- SEDMail Admin

Public Links

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- Professional License Online Verification Searches
- SEDREF Query
- Teacher Certification Help
- TEACH Public Inquiry System

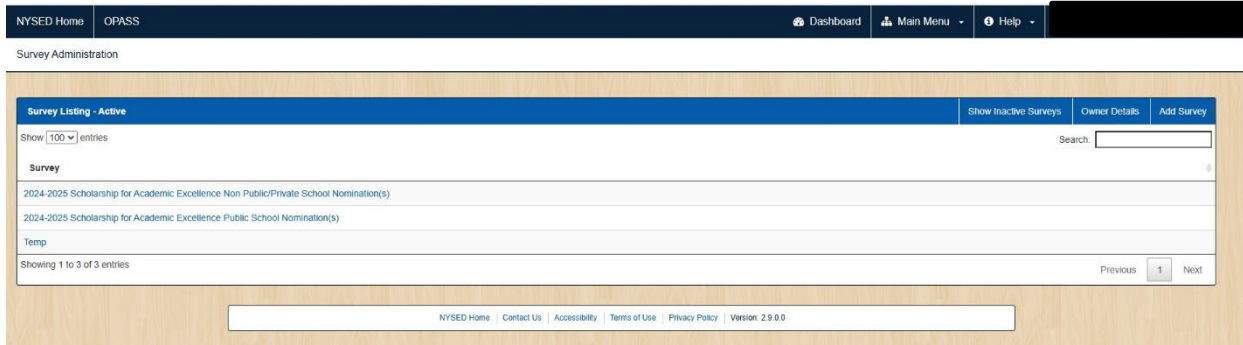
Other Applications

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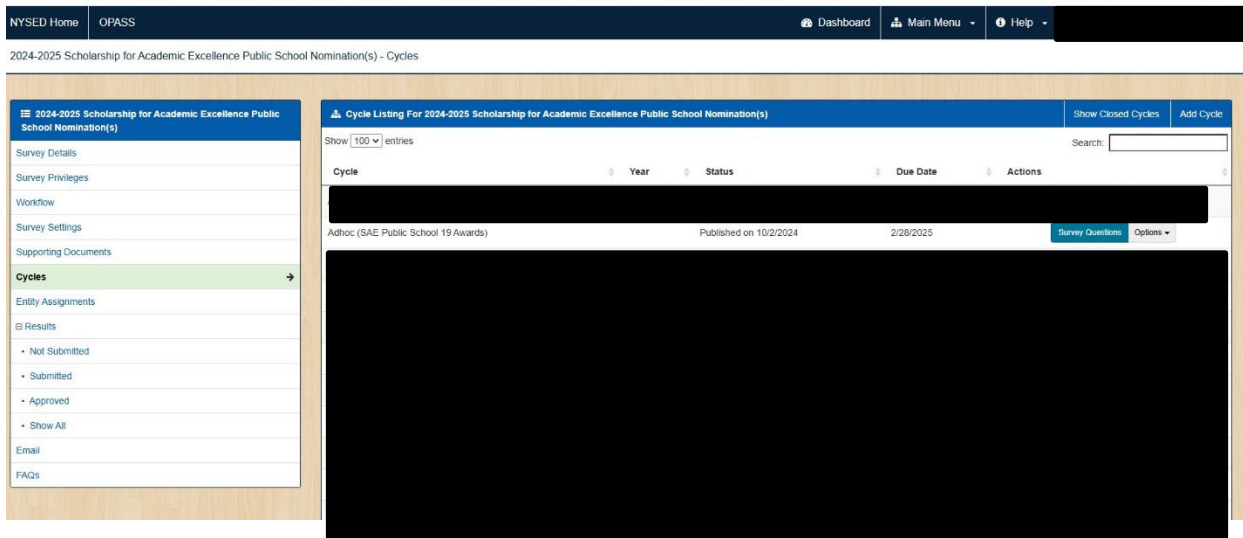
By clicking on the SED Monitoring and Vendor Performance link all surveys you have been granted access to will be listed. The Scholarship for Academic Excellence application is maintained by the OPASS Office at NYSED. Next click the OPASS link on the screen.

Owner
Office of CTE
Office of Education Policy
OPASS
ORISS

Next the system will display either the Public School or Non-Public School survey link depending on how your school is setup with NYSED. Click the available link to start completing the survey.



Next the system will display the survey form based on the number of scholarship applications your school is permitted to submit to NYSED. In the left hand margin click the Supporting Documents links for more detailed instructions and other Supporting Documents then Click the Survey questions link to start the survey.



The screen will display the survey questions. Please refer to the instructions on how complete the questions. If your school is allowed more than one scholarship you must select the Add Group button to display another set of questions for each scholarship nominee. The system is set to only accept the number of nominees allocated to your school.

NYSSED Home OPASS Dashboard Main Menu Help

2024-2025 Scholarship for Academic Excellence Public School Nomination(s) - Survey Template - Student Information - Student Information Back to Cycles

- 1 STUDENT LAST NAME** *

Report Title: LastName

Enter the Student's Last Name.

[Edit Question](#) [Delete](#) [Add Question Above](#) [Add Sub Question](#) [Copy](#) [Move](#)
- 2 STUDENT FIRST NAME** *

Report Title: FirstName

Enter the Student's First Name.

[Edit Question](#) [Delete](#) [Add Question Above](#) [Add Sub Question](#) [Copy](#) [Move](#)
- 3 STUDENT MIDDLE INITIAL**

Report Title: StMI

Enter the Student's Middle Initial. If the Student does not have a middle initial please enter N/A.

[Edit Question](#) [Delete](#) [Add Question Above](#) [Add Sub Question](#) [Copy](#) [Move](#)
- 4 STUDENT ADDRESS OF RESIDENCE***

Report Title: STURES

Enter the Student's Address of Residence.

* Applicants without lawful immigration status will not be asked for their home address and the nominee does not need to complete this section.

[Edit Question](#) [Delete](#) [Add Question Above](#) [Add Sub Question](#) [Copy](#) [Move](#)
- 5 STUDENT CITY OR POST OFFICE OF RESIDENCE***

Report Title: STUCITY

[? Help](#)

If you are unable to complete the survey, please select Save at the bottom and you can return to the survey later to finish it. Once complete select the Save and Submit button and complete the attestation to submit the survey.

NYSSED Home OPASS Dashboard Main Menu Help

2024-2025 Scholarship for Academic Excellence Public School Nomination(s) - Survey Template - Student Information - Page Last Modified: 2024-09-25

Select the award amount associated with the rank and number of \$1,500 or \$500 awards allocated to your high school. For example, if your survey states, "Your high school is allocated one (1) \$1,500 Award and one (1) \$500 award," then the nominee ranked first (or highest ranking) would be the \$1,500 awardee and your second nominee would be the \$500, and so on.

- 18 HIGH SCHOOL PRINCIPAL/COUNSELOR** *

This question is required.

Enter the high school Principal or Counselor's name and title responsible for submitting the student information.
- 19 HIGH SCHOOL SCHOLARSHIP CONTACT PHONE NUMBER**

Enter the High School Scholarship Contact Phone Number so NYSED or HESC can contact them if needed.
- 20 NO STUDENT NOMINATIONS**

No Student Nominations

If your high school is not nominating students, select "No Student Nominations" with an explanation for the lack of nominees.

Delete This Question Group (Will be Deleted on Save)

Delete Page Answers

This will delete all answers on the current page. Deleted answers cannot be recovered.

[Delete Page Answers](#)

➔
[Save](#) [Save & Submit Survey ➔](#)