

NYSSIS ID Quick Reference Guide

What is a NYSSIS ID?

NYSSIS (NYS Student Identification System) provides **unique statewide identification numbers to all students** participating in the NYS PreK - 12 Student Information Repository System (SIRS), also called the statewide (Level 2) student data warehouse (<https://www.p12.nysed.gov/irs/sirs/>). The SIRS provides a single source of standardized individual student records for analysis at the local, regional, and State levels to improve student performance and to meet State and federal reporting and accountability requirements. NYSSIS IDs are a unique 10-digit number assigned to each NY student and used to provide continuity for a student's records (including State testing) over their time in the NY. (<https://www.p12.nysed.gov/irs/sirs/>).

How do I access the NYSSIS ID?

You need an account created and entitled to the NYSSIS application through the SEDDAS application located in the NYSED application business portal (<https://portal.nysed.gov>). In a nonpublic or charter school, the principal must entitle access; in a public school, contact the district superintendent; for BOCES, the BOCES superintendent at the main location entitles access; and for BOCES RIC, contact your director.

What if I am new or there are changes in my district/school?

A nightly automated process runs to create accounts and entitle/un-entitle accounts to the NYSSIS web application for the CEO position of a public district, BOCES district, charter school, non-public school and BOCES RIC **based on the existing data submitted to SEDREF** (<https://www.oms.nysed.gov/sedref/>) **from your institutional school building location or district building location**. This process handles a staff change in the CEO position of an institutional location. All account entitlements of the previous CEO will be transferred to the new CEO of the same institutional location.

What if I cannot locate the NYSSIS ID #?

Contact the Office of State Assessment at EMSCASSESSINFO@nysed.gov or Computer Based Testing at CBTSupport@nysed.gov for more assistance in obtaining the NYSSIS ID # for a student.

Moreover, the LEA (school/district) may need to work with their contracted Level 1 data center to submit their student data to get a NYSSIS ID if the student record(s) have not been submitted to the NYSSIS system yet. (Turnaround time can be less than an hour).