



THE INFORMATION ON THIS FORM IS STRICTLY CONFIDENTIAL



ReportNet Access Form

Complete and Fax to Student Data Services (631) 240-8966

School District / Agency: _____

Last Name: _____ First Name: _____

Telephone #: _____ Building: _____

Position Title: _____

Email Address: _____

SELECTION AND PROCEDURE ID AND PASSWORD

Each authorized user of the system will be given a unique User ID and password.

- Use this form to request an individual ID.
- The District Data Coordinator (DDC) or District level administrator must sign the ReportNet Access Form. We require two (2) business days turnaround after the form is received.
- Passwords associated with individual User IDs (ex., MYNAME) can be changed by those users online at any time.
- Passwords associated with individual User IDs (ex., MYNAME) need to be at least 8 characters with letters, numbers and special characters. They are case sensitive.
- If a password is lost, forgotten, or stolen, email Laura Barranco at lbarranc@esboces.org

*****IMPORTANT*****

I, _____ (please print name) give permission for the person named to receive a User ID and password to access ReportNet.

District Level Administrator or _____
District Data Coordinator (Signature)

Title _____

Date: _____

For BOCES use ONLY:

- _____ ReportNet Access *only*
- _____ Optional School Data Bank Reports *only*
- _____ Both of the above

Student Data Services

Charles King, Divisional Administrator

Eastern Suffolk BOCES does not discriminate against any employee, student, applicant for employment, or candidate for enrollment on the basis of sex, gender, race, color, religion or creed, age, weight, national origin, marital status, disability, sexual orientation, gender identity or expression, transgender status, military or veteran status, domestic violence victim status, genetic predisposition or carrier status, or any other classification protected by Federal, State, or local law. ESBOCES also provides equal access to the Boy Scouts and other designated youth groups. Inquiries regarding the implementation of the applicable laws should be directed to either of the ESBOCES Civil Rights Compliance Officers at ComplianceOfficers@esboces.org; the Assistant Superintendent for Human Resources, 631-687-3029, or the Associate Superintendent for Educational Services, 631-687-3056, 201 Sunrise Highway, Patchogue, NY 11772. Inquiries may also be addressed to the Office for Civil Rights at the US Department of Education, 32 Old Slip, 26th Floor, New York, NY 10005, 646-428-3800, OCR.NewYork@ed.gov.