Generate Employee Verification Code:
Login to BPSS from my.ny.gov
Click BPSS
You may not see this page if you only have 1 role

Select the role you would like to sign in as

Note: the roles listed on this page could be different - it depends on the what your role is within the school

Please select the school you would like to manage

Click Choose Role

Click Select
Click Generate Employee Verification Code

Click Generate

Select Agent Code or Director Code

Read the attestation
An Application Verification Code will be assigned. Give this code to the employee.

NOTE: This will be the only opportunity to receive this code, so it is strongly recommended you highlight the code then copy & paste it into an email or a word document. See Below.
Click Logout or Close window

BPSS Home

Administration
- Assign Administrator Role
- Associate Additional Schools
- Generate Employee Verification Code
- Manage Documents
- Manage Enrollment Agreements

- Curriculum Amendments/Renewals
- Curriculum Applications
- School License Renewal Application
- School Move Request
- School Name Change

Inquiry
- Teacher School Association
- View Curriculum Information
- View School Employees
- View School Information

Payments
- Pay For Applications

Profile
- Update Personal Information