## Directions on Accessing the Nonpublic School Annual Fire Safety Report

The Nonpublic School Annual Fire Safety Report is located in the <u>New York State Education</u> <u>Department's Business Portal</u>.

Nonpublic schools with previously designated accounts should have their institution's assigned CEO log

- 6. You will then get a confirmation page and an email will be sent to you to finish changing your password.
- 7. In your email click the link that says reset Password.
  8. A new site will open,