

K12 Nonpublic Schools Getting Started

Opportunity Scholarship • Disabilities Grant • Education Savings Account

MyPortal

Logging in for the first time

We have transferred your school data into
the new system.

1. Go to [MyPortal](#)

2. Click **Forgot your username or password.**

Log In to Your Account:

User Name:

Password:

By logging in, I certify that I have read, agree to and understand the [Terms and Conditions](#) page.

[Forgot your username or password?](#)

Create an Account: (Except School/Institution Users. See your administrator for assistance.)

In order to create an account, click here [Create an Account](#).

To return to the SEAA website, [click here](#).

If you are having trouble logging in, contact [us](#).

Note: This site requires the use of JavaScript and Cookies. Please be sure to enable JavaScript and Cookies in your web browser in order to access the full functionality of the site.

Login

The primary email address for the previous nonpublic school portal will be your school's username.

Forgot Password

Please enter your User Name and click Go. Your password will be emailed to you.

User Name:

3. Under Forgot Password, enter the **primary** email address used to log in via the previous Nonpublic School Portal.

Click **Go**.

4. Check your email (the primary email functioning as the username) for a temporary password and log in with the username and the temporary password.

5. You will be prompted to change your password. Each school now has the ability to set/change the password.

MENU 2018-2019 Financial Summary Help Logout

Hello, School Principal - K12 School

School
School Information

Recipients
Rosters

Reports
Standard Reports

Payments
View Pending Refunds

Data File Transfer
Send Roster File
File Transfer Results

Options
Edit Your Profile

See the Important Functions available.

Note that the “**School Information**” is the school’s profile information, and the “**Edit your Profile**” is for the individual user. **At this time, schools can have only one user and email listed.**

Check your School Information and update as needed.



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Editing Your Profile



MyPortal

Since you can only have one email address in MyPortal at this time, we recommend changing the email address to the administrator of the program after your initial login. You can change your email address here. At this time, please use the same email for all instances.

Contact Information For Students

Phone Number:

Email Address:

Contact Information For NCSEAA

(This information will not be shared with students)

Director of School

First Name:

Last Name:

Phone Number:

Phone Extension:

Fax Number:

Email Address:

Primary Contact for NCSEAA

First Name:

Last Name:

Title:

Phone Number:

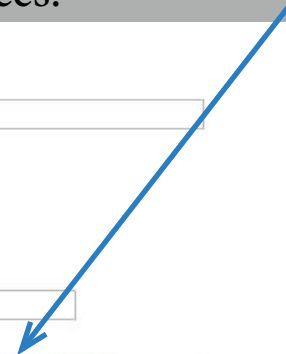
Phone Extension:

Fax Number:

Email Address:

Notifications

Email Address:



MENU

2018-2019 ▾

Financial Summary ▾

[HOME](#) > [Edit My Profile](#)

First Name:

Last Name:

Email Address:

Confirm Email Address:

User Name:

Password:

Confirm Password:

Password Requirements

- Password must contain at least 8 characters
- Password must contain at least one uppercase letter
- Password must contain at least one lowercase letter
- Password must contain at least one number
- Password must contain at least one special character
- Password must NOT contain spaces
- Passwords expire after 90 days
- You cannot use your current password



Your username is the primary email address from the previous Nonpublic School Portal.

Note that the username will always be the primary email address from the previous Nonpublic School Portal.