Log-In Instructions to Education Data System (EDS) for School Districts and Approved Private Schools

School Districts

1. Log into EDS: https://eds.ospi.k12.wa.us.
2. Enter username and password. If you do not have a username and password, contact your school district's Security Manager, and ask to be assigned the role of "Private Participation Administrator" in the Private Participation in Federal Programs application.
3. Click on the yellow tab labeled "My Applications."
4. Next, click on the link for Private Participation in Federal Programs, which will bring up your school district's page. (If you are an Educational Service District employee, select the name of the school district you would like to view.)
5. Select the appropriate year in the School Year drop-down menu.

Private Schools

1. Log into EDS via OSPI's webpage (https://eds.ospi.k12.wa.us).
2. Enter username and password. If you do not remember your username or password, or if you are a new school, contact OSPI's Customer Support office at CustomerSupport@k12.wa.us, or 1-800-725-4311.
3. Click Login. You will be taken directly to the Private Participation in Federal Programs application.

   FIRST-TIME USERS: This will bring you to the Change Password page. Enter a new password (at least seven characters, with at least one uppercase letter, one lowercase letter, and at least one number). Click Save, then click on the yellow tab labeled "My Applications." Next, click on the link for Private Participation in Federal Programs.
4. If the Private Participation in Federal Programs application does not appear under applications list, email customersupport@k12.wa.us with the following:

   Subject Line: Access to Private Participation in Federal Programs Application
   Body of email: I am requesting access to the Private Participation in Federal Programs Application in EDS.
   First, Middle, Last Name:
   Date of Birth:
   EDS Account Username:
   Private School Organization (Building) Code:
5. Complete the Private Participation in Federal Programs application.

For assistance logging into EDS please contact OSPI's EDS Customer Support office at eds.support@k12.wa.us, or 1-800-725-4311.

For questions, please contact Julie Chace, Program Specialist at julie.chace@k12.wa.us. You can also call the Title I/LAP office at 360-725-6100. OSPI's TTY number is 360-664-3631.