

How to Apply for Partnership Online Learning License



Using the Statewide Learning Management System (SLMS)



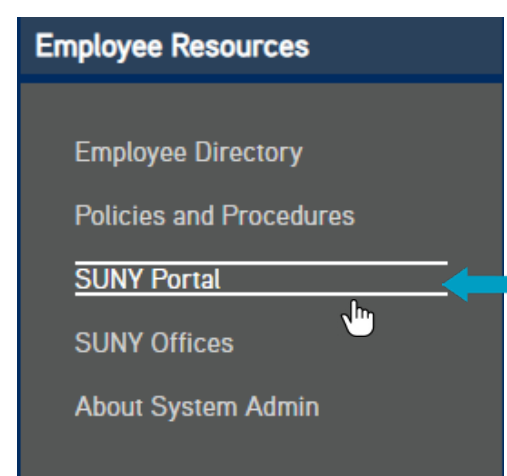
Login to SLMS

Non-SUNY Employees:

1. Go to the SLMS login web page (<https://nyslearn.ny.gov>). Click on the **SLMS Login** button.
2. Type in your SLMS Username and Password, then click on the **Sign In** button.

SUNY Employees:

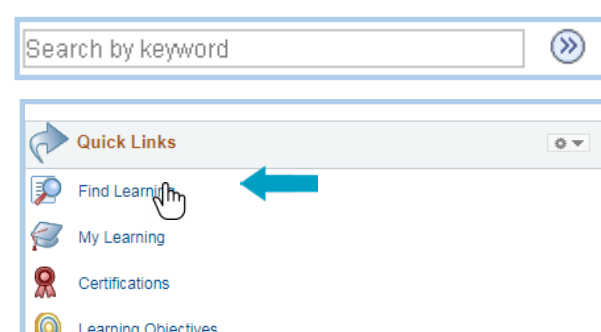
1. Go to the SUNY.edu portal site (System.SUNY.edu). Locate the **Employee Resources** box at the bottom of the screen and click the **SUNY Portal** link.
2. Select your campus from the drop-down box on the SUNY Secure Login screen and then login.
3. Click the **E-Business Services** tab, then the SLMS – **Statewide Learning Management System** link. Next, click on the **Statewide Learning Management** link on my.ny.gov page.



Apply for Partnership Online Learning License

Note: Only CSEA-represented NYS employees are eligible for the Partnership Online Learning program.

1. Click the **Find Learning** link in the Quick Links menu in SLMS. Locate the **Search by Keyword** box.
2. Type in the words **Partnership Online Learning License** in this box and press **Enter** to search.
3. Scroll to locate the Partnership Online Learning License Program in the list and choose **Register**. Then click **Submit Registration**.



You will see a message (and a status of) **Pending Approval** for now. Next, Partnership staff will process your application and assign you a license (please allow us five business days to complete this). Once your license has been processed the status in your My Learning area will change to **Completed**.

Last Update: 9/30/2020

