Welcome to your SubService!

**Existing users:** If you forgot your password, you can reset it with the following the steps below:

- Go to the website: [https://subserviceocmboces.sfe.powerschool.com/](https://subserviceocmboces.sfe.powerschool.com/)
- Click forgot password
- Enter your access id
- Click submit
- The system will generate an email for you to reset your password.

You should copy the One Time Password then **CLICK** the link in the email.

**If there is NOT an email in your profile contact the help line at 315-433-2606 or email subservice@ocmboces.org and provide an email address. **
FIRST TIME USERS

You must register by phone at 315-433-2640 before you can access the website.

When you call to register your **pin number will be your access id**.

You will be prompted to create a new pin number.

**After** you register by phone you can access your profile on the website.

The first time you use the website you will enter your access id and pin number (the one you created via phone).

You will be prompted to create a password for the website.