Grade 12s – please read the information below from the Ministry of Education regarding your Student Post-Secondary Institution (PSI) Selections

Grade 12 students are encouraged to visit the StudentTranscripts Service website before **July 12, 2019** to make their PSI selections. Admission offers may be delayed or denied if students do not authorize the release of their transcript data.

For Students: StudentTranscripts Service

Students can access the StudentTranscripts Service at: www.studenttranscripts.gov.bc.ca/. To get started, they must first create a Basic BCeID account to access their transcript information.

Help videos, including "Registering for a BCeID and Accessing the StudentTranscripts Service," are available on the website. For other help documentation, visit https://www2.gov.bc.ca/gov/content/education-training/k-12/support/transcripts-and-certificates/studenttranscripts-services-help.

Students need only complete their PSI selections once in the current school year. Students may add to their selections at any time up to **July 12, 2019**. Students may make up to 25 selections free of charge within six months after completing their last course. After six months, students will be charged $10 per transcript, payable on the StudentTranscripts Service.

To select their PSIs, students must login to the StudentTranscripts Dashboard and under *Transcripts & Certificates,* select *Send/Order Your Transcript.* Students locate their desired PSIs from the list and select (dependent on the PSI's current process) the *option to "Send interim and final marks when they are available"* or *"Send final marks when they are available."*

More detailed instructions for the StudentTranscripts Service are available here: https://www2.gov.bc.ca/gov/content/education-training/k-12/support/transcripts-and-certificates/studenttranscripts-services-help/my-dashboard#9-2

StudentTranscripts Service Tips

Student Name Confirmation

Students should ensure that the name that will appear on their transcript matches the name they provide in their applications to post-secondary institutions. A student can check their first and last names as reported to the Ministry on their Unofficial Transcript of Grades, found on the StudentTranscripts Service website.

Can't Find a PSI?

If a specific PSI is not available on the StudentTranscripts Service website, please send an email, with the name and address of the PSI you wish to see added,
to: Student.Certification@gov.bc.ca.