MyEducation BC Family Portal
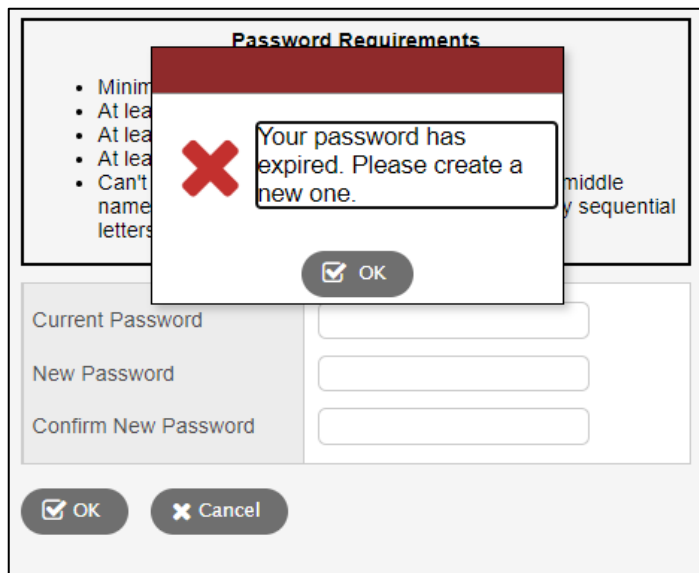## Logging into Student Account

1. Go to https://myeducation.gov.bc.ca/aspen/logon.do.

2. Enter the *Login ID* and *temporary password*. Click **Log On**.

3. Click **OK** on the "Your password has expired" message. Create a new password (the *Current Password* is the temporary password). Click **OK**.

4. In the next step, the *Primary email* is your SD44 student email address – **do not change this**. Add a security question and answer (answers are **Case Sensitive**); the security question and answer are used if you forget your password and need to reset it (see the **Resetting Forgotten Password** section at the end of the document for more information).

The answer to your security question should be:

- **Safe** - cannot be guessed or researched;
- **Stable** - does not change over time;
- **Memorable**.

Security Preferences Update
To enable self serve password recovery, please provide the following information

Primary email	123456s@sd44.ca
Security question	What city did your father grow up in?
Security answer	••••••••••••••••••••••••
Confirm answer	••••••••••••••••••••••••

Submit   **✖ Cancel**

> The "Primary email" is your SD44 student email address. This is the same email address you use to sign into computers, as well as applications like Teams and Outlook (Mail).
>
> Your SD44 student email address will never change, and was created when you first entered the district.
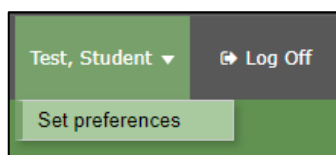
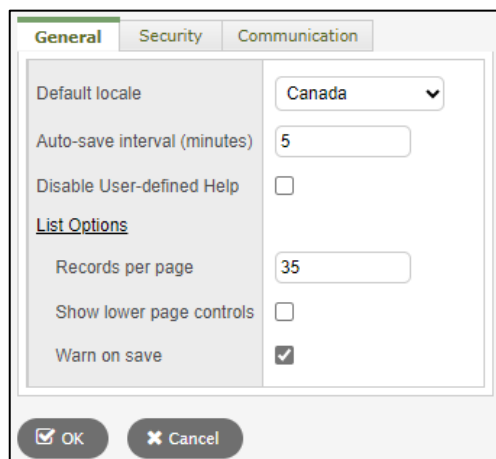5. Click Submit. You will be logged in to the MyEd BC Family Portal.

Navigating the Family Portal

*(If using a mobile device, click **View Full Site** under the heading for **Full Site**)*

1. In the top right corner of the MyEd page, click your name, then click *Set preferences*.

Test, Student ▾   ⮕ Log Off
Set preferences

2. On the *General* Tab of *Set Preferences*, ensure *Default locale* is set to **Canada**.

| General | Security | Communication |

Default locale	Canada
Auto-save interval (minutes)	5
Disable User-defined Help	☐
List Options	
Records per page	35
Show lower page controls	☐
Warn on save	☑

☑ OK   **✖ Cancel**

3. If you need to change your Security question or answer, you can do so in the *Security* Tab.

4. Click **OK**.

Learning Updates

Learning Updates can be viewed from the *Pages* Top Tab, in the *Published Reports* area on the right side of the page.

Learning Updates will appear when published by the school for each reporting period, and only remain visible until July 31st - after this date, they disappear.
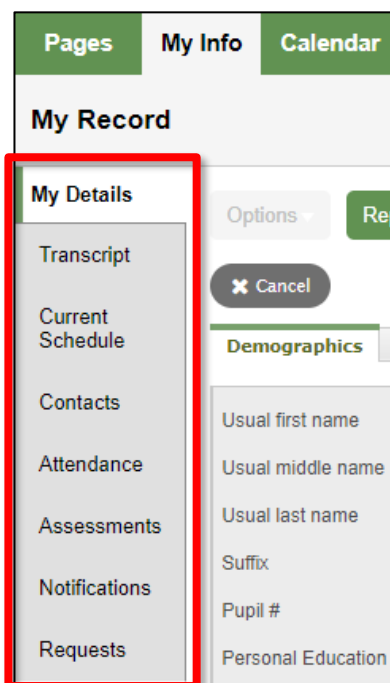
Learning Updates should be downloaded and saved (or printed). They will open in the PDF format.

Student Details and Course Requests

Student Details are in the *My Info* Top Tab.

Within the *My Info* Top Tab, click through the Side Tabs on the left for different information:

My Details – Name, birthdate, address, etc.

Transcript – Credit Summary and Grad Summary (*for Secondary students*).

Current Schedule – List view or Matrix view.

Contacts – Parents and Emergency Contacts.

Attendance – Use the filter to select either *Current Year* or *All Records*.

Assessments – District & Ministry assessments.

Notifications – Currently not used.

Requests – May be used to submit course requests (school decision).
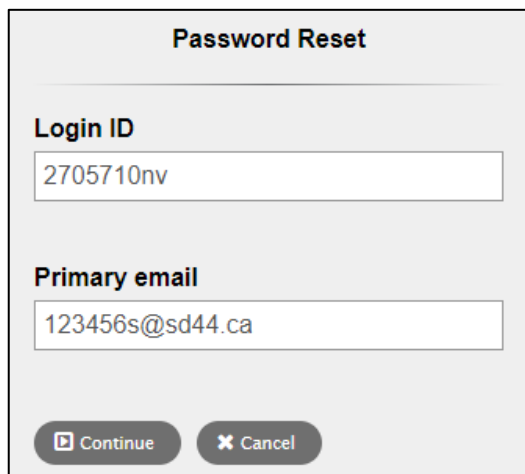
Logging Out

To **log out** of the MyEd Portal, click the *Log Off* button in the top right. Do not just close the tab or browser window.

Resetting Forgotten Password

On the login page, click "**I forgot my password**". In the pop-up that appears, enter your *Login ID* and your *Primary email* (your SD44 student email address) then click **Continue**.

Password Reset

Login ID
2705710nv

Primary email
123456s@sd44.ca

▶ Continue   ✖ Cancel

In the next step, enter the answer you set for your security question when you created your MyEd account.

An email will be sent to your SD44 district email address with a temporary password; use this to login, and you will be prompted to set a new password.