

Term 2 report cards will be published on the afternoon of March 4. Parents/guardians are encouraged to ensure that their accounts and passwords are up to date before then.

#### Parents new to Ross Road & Without a Parent Account:

You should have received an email from MyEducation BC with instructions about how to log into the MyEducation BC Parent Portal. This email included your User ID and temporary password. Please check your email inbox for an email from accounts such as [sysop@myeducation.gov.bc.ca](mailto:sysop@myeducation.gov.bc.ca) or [admin@myeducation.gov.bc.ca](mailto:admin@myeducation.gov.bc.ca). If you do not have this email, please contact the office.

#### Returning Parents with Existing Accounts:

Passwords are required to be reset every three months as per the regulations set out by the Ministry of Education and FIPPA (Freedom of Information and Protection of Privacy Act). Please see instructions to reset password below:

1. Log into MyEducation BC using this link (<https://www.myeducation.gov.bc.ca/aspen/logon.do>)
2. Login is your email address (the same one you provided to the school)
3. Type in the password you used to access Term 1 reports. If this is successful, a message box may pop up immediately asking you to reset your password. Create a new password with the following criteria:
  4. 8 minimum, 14 maximum characters
  5. 1 capital letter, 1 lowercase letter
  6. 1 number
  7. 1 special character: # or \$ or \_
  8. Cannot contain the password, first name, middle name, last name date of birth, personal ID or sequential letters or numbers

If you have forgotten your password click on "I forgot my password" and you will be emailed a new temporary password. **DO NOT copy/paste the password**— you must manually enter it.
9. Ten unsuccessful attempts will disable your account. It may take approximately half a day for it to be re-enabled.
10. Home computers may have unique restrictions. If you experience difficulties, try another web browser such as Chrome, Internet Explorer, Firefox, Safari, Opera, MS Edge. One of these may be the reason you cannot login or are having trouble viewing items.
11. If you login and do not see a report card, it may be because you have logged in before the report card is published.

If you have any issues please contact Jessica Falandysz in the office ([jfalandysz@sd44.ca](mailto:jfalandysz@sd44.ca))