

# MyEducation BC Login Instructions for Students

## First Time Logging In?

Please login using the information that was sent to you in the initial email. If you have not received a temporary password for MyEducation BC, please see the main office for assistance

- Visit [myeducation.gov.bc.ca/aspen/logon.do](https://myeducation.gov.bc.ca/aspen/logon.do)

**Tip: Both user name and password are case sensitive**

- Enter your user name and password then click Log On to access the system. When you log on for the first time, you will:

1. receive a message saying that your password has expired
2. be prompted to enter your email address (case sensitive)
3. be required to set up a security question (case sensitive)

**Tip:** Please read your password requirements carefully:

Password Requirements
<ul style="list-style-type: none"><li>• Minimum length is 8</li><li>• At least one number</li><li>• At least one capital and lowercase letter</li><li>• At least one symbol that isn't a letter or number</li><li>• Can't contain 'password', login name, first name, middle name, last name, date of birth, personal id, or only sequential letters or numbers</li></ul>

**Tip:** When choosing your security question, take the time to choose a question that you will be able to remember and that you will not forget, such as “What city were you born in” or “What is your father’s middle name?”

- Enter your email address and security question so that in the future you can click “I forgot my password” to receive a new password. (Please use proper case for your email and answer to your security question. They are case sensitive.)

## Need to Learn How to Navigate in MyEducationBC?

School District 64 has produced reference materials for related to logging in and general portal use for parents. These can be viewed at <https://sd64.bc.ca/family-portal/>. Parents now have access to the Family Portal and are able to navigate through their students' information. Students and Parents will be able to view report cards when they are posted to the portal each term.

**Need to Change Your Password, Email Address or Security Question?**

1. Click on your user name in the upper right-hand corner and drag down to “Set Preferences”.
2. Click on the “Security” tab to access the fields you need to change.

## Forgot Your Password?

If you have previously logged into your account before but have forgotten your password, click the blue **"I forgot my password"** link on the log-on screen. (This function is only available for those who have set their primary email and security question upon initial login.) The program will ask for your email address as well as the answer to your security question. If you answer them correctly, a new temporary password will be sent to your email account. Retrieve the temporary password from your email account and use it to log on to the Student Portal. You will then be asked to create a new password.

## Is Your Account Disabled?

If you mistype your password too many times, the system will automatically disable your account. If your account is disabled, please see the main office to have your account re-enabled.