



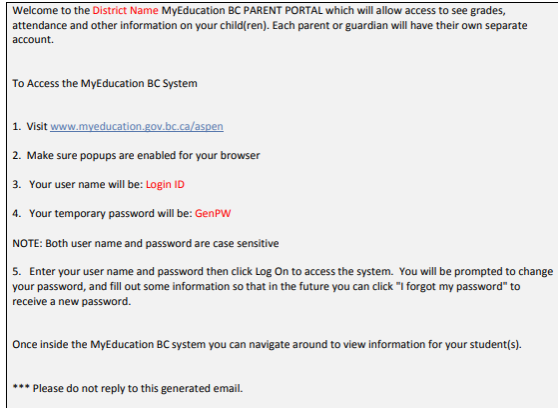
If you already have a Parent Portal account(s) please skip to the [Step 2: Logging In](#).

**Step 1: Families New to the MyEdBC Parent Portal**

For families new to MyEdBC Parent Portal please read the following.

For new families an account is being created for you and you will be sent an email with the necessary information to log into your family accounts(s).

Below is a sample of the email that you will receive from MyEdBC. It will come from [sysadmin@myeducation.gov.bc.ca](mailto:sysadmin@myeducation.gov.bc.ca) Please add this address to your trusted contacts in your spam filter.



**LOGIN ID** – email address given to the school.  
**GenPW** – this will be in your set up email and will be a combination of letters, numbers and case sensitive.

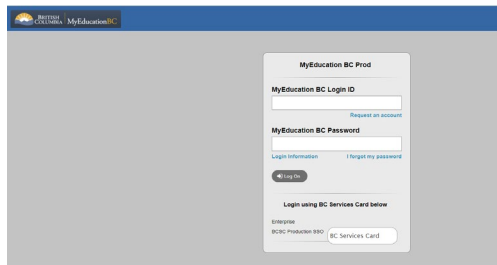
When you have received the email above, please move on to [Step 2: Logging In](#) to log into MyEdBC Parent Portal

**Step 2: Logging In to the MyEdBC Parent Portal**

**Please Note: Initial login to MyEdBC portal accounts MUST be done on a desktop computer, or laptop. Subsequent logins can all be done through either computers or portable devices.**

- 1. Navigate to the following link. You should end up at the login screen shown below:

[MyEducation BC: Log On](#)

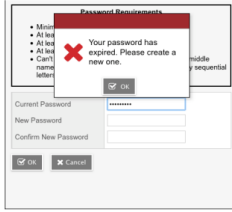


- Enter your login ID and Password which you will have received with your confirmation email.
- Click

- 2. You should then arrive at this screen. Click OK



# Parent Portal Information & Instructions

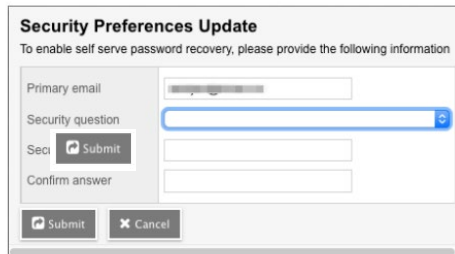


3. The following criteria for a new password are given on the screen:

- Minimum 8 characters.
- At least one number.
- At least once capital and one lower case letter.
- At least one 'special' symbol (\$,#,&)
- Can not contain "password" or any personal ID.

Fill in the fields as required, make sure you know your new password. We suggest writing it and storing it. Click OK.

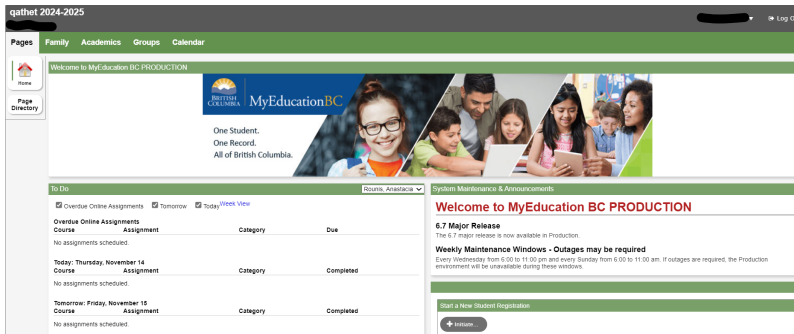
4. On your first login you will arrive at this screen, please fill it in.



Please note this information down as it will allow you to retrieve a new, system generated password if the need arises.

Click

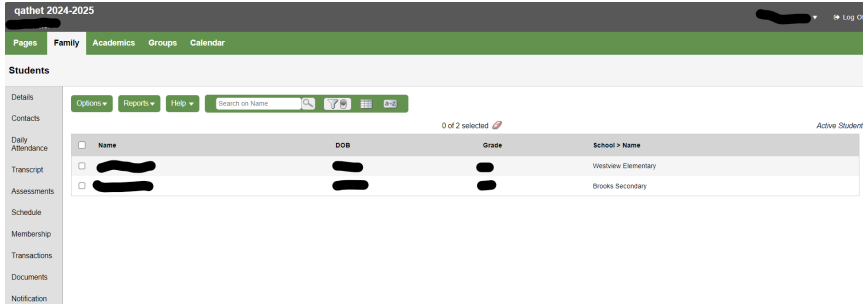
5. You will land on a screen that looks like this.



6. Clicking on **Family** top tab you'll end up on a screen with these choices on the left side.

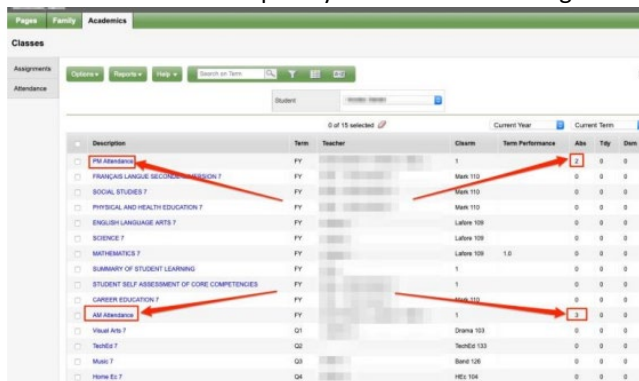


## Parent Portal Information & Instructions



- The **Details** screen shows your students demographic information, please ensure that it's correct.
- The **Contacts** side tab should have the correct demographic information for your family and emergency contacts. Please contact the school immediately regarding any errors.
- The **Transcripts** side tab will allow you to monitor your child's learning progress in each course, as they progress through their K-12 education.
- The **Assessments** side tab will show results of any standardized assessments your child may have taken (e.g. FSA results)
- The **Schedule** side tab allows you to check which courses your child has been scheduled into. This is particularly useful in high school before the start of the school year.
- The **Membership** side tab shows information about student enrollment and student programs.
- The **Documents** side tab is where the teacher, or school, can store any scanned documentation pertaining to your child's education.

7. Under the **Academics** top tab you'll see the following.



- This is a list of all classes that a student is *currently* enrolled in.
- Due to the way attendance is tracked in our district, attendance data is also found on this screen.

If you require assistance, please email [parentsupport@sd47.bc.ca](mailto:parentsupport@sd47.bc.ca)