



SCHOOL DISTRICT NO. 62 (SOOKE)
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WEBSITE: WWW.SD62.BC.CA

Dear Parents / Guardians,

We're pleased to let you know that MyEd BC's Family Portal is now live in the Sooke School District. At this time, only middle and secondary schools are opening parent access in MyEd. If you have children in secondary, middle and or elementary schools, you will only have access to your middle and secondary student's information in MyEd.

We are implementing the family portal so parents, teachers, and administrators can work together to communicate more effectively and efficiently.

What is MyEdBC?

MyEdBC is a secured online portal used by most school districts in BC. Security is guided by BC's School Act and FIPPA. In the Portal, parents can:

- Check attendance
- Ensure contact information is up to date
- See assessments/grade information/transcripts
- View report Cards and summary of Progress Reports

How to log in and access MyED BC

Once your Parent Portal Account is created an e-mail will be sent to the e-mail account that you have provided the school with, it will look like this:

Welcome to the **District Name** MyEducation BC PARENT PORTAL which will allow access to see grades, attendance and other information on your child(ren). Each parent or guardian will have their own separate account.

To Access the MyEducation BC System

1. Visit www.myeducation.gov.bc.ca/aspen
2. Make sure popups are enabled for your browser
3. Your user name will be: **Login ID**
4. Your temporary password will be: **GenPW**

NOTE: Both user name and password are case sensitive

5. Enter your user name and password then click Log On to access the system. You will be prompted to change your password, and fill out some information so that in the future you can click "I forgot my password" to receive a new password.

Once inside the MyEducation BC system you can navigate around to view information for your student(s).

*** Please do not reply to this generated email.

1. Make sure popups are enabled for your browser
2. Please follow the instructions on the attached document to login and change your password

Once inside the MyEducationBC system you can navigate around to view information for your student(s).

Frequently Asked Questions

Who has access to the Portal?

- Teachers, Principals and Vice Principals
- Parents/Guardians (two max per child)
- Students – each student has their own login

What if a parent/guardian never logs in to the Portal?

While you are not required to log in, SD62 will begin to electronically publish and post report cards in your child's account. If you choose not to use the portal, please make sure to let your school know.

You will find the MyEdBC login on your school's home page and the SD62 Schools page.

Questions or further assistance? Please contact: your child's school office. The clerical staff will be able to respond to questions and support the login process.

Sincerely,

Paul Block
Associate Superintendent
Sooke School District