

Logging in to MyEducation BC

Accessing MyEducation BC:

Please visit the MyEducation BC website and the following login box will appear.

www.myeducation.gov.bc.ca/aspen/logon.do



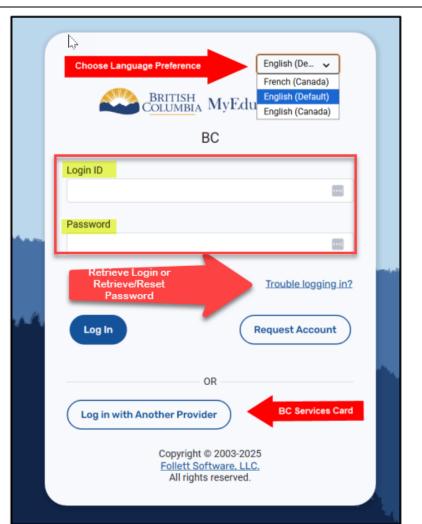
Choose Language Preference:

You can set your preferred language on the Login page.

Login:

Enter the Login ID and temporary password provided, then click Log In.

Note that MyEducation BC is **CASE** sensitive.



Log On Instructions Page 1



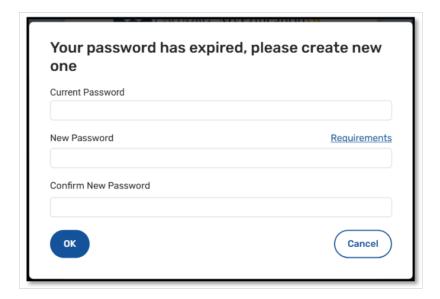
Password:

On initial log in, users will be required to change the temporary password before they can proceed. Passwords must meet the following criteria:

- Minimum length is 8
- At least one number
- At least one capital and lowercase letter
- At least one symbol that is not a letter or number
- Cannot contain 'password', login name, first name, middle name, last name, date of birth, personal id, or only sequential letters or numbers.

Enter your temporary password into the Current Password field, enter a New Password, Confirm New Password, and click OK.

Note: an error message will appear if you have not used the password requirements listed to create a new password.



Security Preferences:

After creating your password, you will be prompted to confirm your email address and enter your **Security Preferences** by choosing a security question and answer. This will enable you to use the 'Trouble logging in?' then 'Reset your password' function on the login screen.

- Primary email confirm or enter the user email that will be used for password recovery
- Security question select a question from the dropdown list
- Security answer enter the answer to the selected question
- Confirm answer enter the answer to the selected security question a second time

email@email.com	
Security Question	
What is your father's middle name?	~
Security Answer	
Confirm Security Answer	

Log On Instructions Page 2



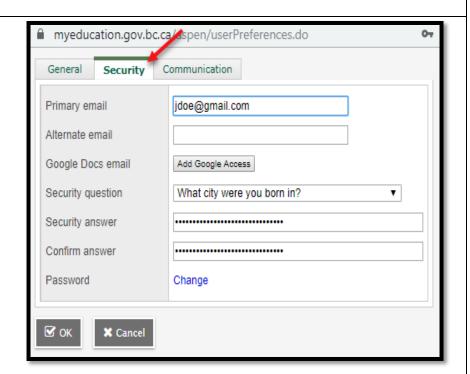
Setting Up Preferences:

After you have successfully logged in, you can make changes to your preferences by selecting the drop-down arrow beside your name and 'Set Preferences' in the top right of the screen.



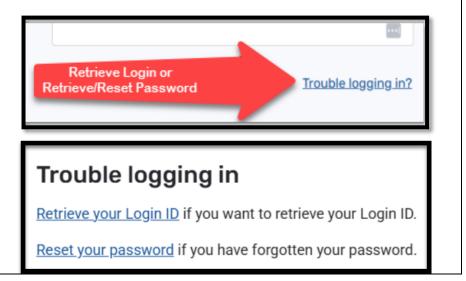
Security Information:

From the security tab you can update your email address, security question, and password.



Trouble Logging In:

You can now retrieve your Login ID and reset or retrieve your existing password by selecting 'Trouble logging in'.



Log On Instructions Page 3