



It's Here! MyEducationBC Parent & Family Portal



Dear LV Rogers Parents/Guardians,

Welcome to the LV Rogers MyEducationBC Parent & Family Portal! Having access to the Family Portal will allow you to see attendance, report cards and other information about your child(ren). *Please note that the Grade 9-12 report cards will ONLY be distributed through the Family Portal starting this term. We will email parents/guardians when the report cards are posted.*

Each parent/guardian will have their own separate account, and can view the following:

- Class Attendance Information
- Contact Information
- Student Demographic Information
- Student Schedules
- Published Report Cards
- Transcript Information

On Thursday, November 14, 2019, you will receive an email from “sysadmin@myeducation.gov.bc.ca” with your login ID and temporary password. With your temporary login ID and password, you can access the **MyEdBC Parent & Family Portal** at: <https://www.myeducation.gov.bc.ca/aspen/logon.do>

Before you start:

1. To access the MyEducation BC system for the first time, you must use a computer, NOT a phone, iPad, or tablet.
2. Make sure **popups are enabled** for your browser (need those pop-ups!)
3. Both user name and password are **case sensitive**. The password is 4 letters, 3 numbers, 4 letters. The username is your **first initial, last name** (Eg./ **John Smith = jsmith**)
4. Each parent/guardian will have their own separate account in the Family Portal.
5. If you have not received your user name and temporary password, please contact lvrclerical2@sd8.bc.ca

To Access the Parent Portal:

- Navigate to [myeducation.gov.bc.ca/aspen](https://www.myeducation.gov.bc.ca/aspen) This link is also available on our website under Quick Links “Family Portal Login”
- Enter your user name (**first initial, last name**) and password then click **Log On**. **You will have received an email with this information.**
- You will receive a message indicating that your **password has expired**

1. Create a **new** password, carefully following the password criteria that is listed on the screen
 2. *Make sure that you get a confirmation message that your password has been accepted before proceeding!*
- Be sure to enter your email address and security question. This will allow you to use the “**I forgot my password**” feature in the future.
 - Choose a **security question** that you will never forget.

Troubleshooting:

*For best results, use Internet Explorer or Chrome.

*If you mistype your password 5 times, the system will automatically lock your account. After 4 failed attempts click the blue “I forgot my password” link on the log-on screen.

- The program will ask for your email address as well as the answer to your security question.
 - If you answer it correctly, a new temporary password will be sent to your email account.
 - If you mistype the answer to your security question 3 times, the “**I forgot my password**” function will be frozen. In this case, please phone the school at 250-352-5538 and ask for Julie.
- Retrieve the temporary password from your email account and use it to log on to the Parent Portal. You will then be asked to create a new password.

*If you do get locked out, please call the school at 250-352-5538 and ask for Julie.

*If you notice any demographic changes that need to be made, please email lvrclerical2@sd8.bc.ca or call 250-352-5538 and ask for Julie.

Security:

MyEducation BC is a **secure** student information system used in most school districts in the province of BC. **Security is guided by the rules and regulations of the School Act and Freedom of Information and Protection of Privacy Act (FOIPPA).** If you have any questions or concerns please contact our office at 250-352-5538.

We hope that you find the **MyEdBC Parent & Family Portal** helpful to track you child’s progress through their LV Rogers Secondary high school years!

Sincerely,



Tamara Malloff
Principal