

## How to find your MyEducationBC Password

Look-up Tool for 'MyEducationBC Generated Password'

If you have NEVER logged in to the MyEdBC Parent Portal the following instructions will allow you to find your MyEducationBC Generated Password. GO TO: <https://parentportal.sd62.bc.ca/>

### Step 1 - Register for the Look-up Tool

- a. Click the **Register** button in the top right corner.
- b. Enter your e-mail address (this must be the e-mail address that you have provided to the school)
- c. Create a password. The password must contain upper and lower case letters, a number, and a symbol.
- d. Click the **Register** button.
- e. You will receive an e-mail with a link to confirm that the e-mail address is controlled by you. Click on this link to confirm the e-mail address. Once confirmed, you can use your e-mail address and this new password to log in to the Look-up Tool.

### Step 2 - Log in to the Look-up Tool

- a. Click the **Log in** button in the top right corner.
- b. Use your e-mail address and password that you used to **Register** for the Look-up Tool
  - i. If you have forgotten your password, you can click on the *Forgot your password?* link to have a password reset link delivered to your e-mail inbox.

### Step 3 – Find your MyEducationBC generated password

- a. Once you **Register** and **Log in** (your e-mail address will show in the top right corner if you are logged in) you can click on the '**Look up your temporary MyEducation BC generated password**' button.

### Possible Outcomes

1. You may see a message showing you your temporary MyEducation BC password. In this case you can go to the [MyEducation BC](#) website and use your e-mail address with this temporary password to log in. You will be asked to set a permanent password, as well as create some password reset security questions and answers.
2. You may see a message stating that your temporary password has already been used. This means that you have already logged into MyEducation BC and used your temporary password to set a permanent password. If this is the case, you can use the "I forgot my password feature" in [MyEducation BC](#) to reset your password there.
3. You may see a message stating that we did not find a parent account for your e-mail address. If this happens, you can try logging out and logging in with a different e-mail address that you may have provided to the school. If you have no other e-mail addresses to try, you will need to contact your student's school to have your contact information updated in the Student Information System, and to confirm that a parent account has been created for you.

**Access MyEducationBC Family Portal information [here](#)**