

## A. Logging In

Using Internet Explorer log in: <https://www.myeducation.gov.bc.ca/aspden/logon.do> For best results use a desk/laptop computer.

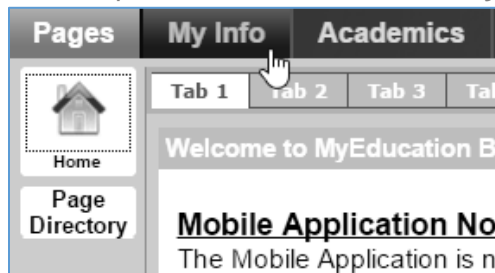
**NOTE: REMEMBER** you have 5 attempts before you are locked out. Click on **I forgot my password** on the login screen to reset.

**NOTE:** If MyEd shuts down for any reason, simply launch your browser again and log back in.

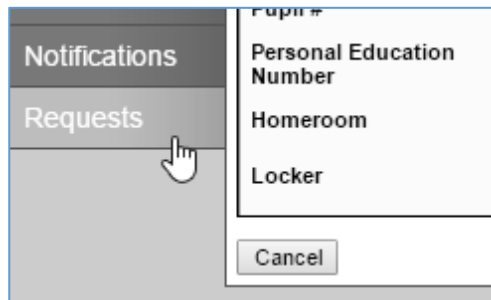
Enter your ID (student number) and password - same as for timetables and report cards. If your password has expired (passwords expire every 90 days) change the number up by 1 (e.g Byrne\$01 would change to Byrne\$02)

## B. Entering your Course Selection

1. At the top of the screen, select the **MyInfo** tab.



2. At the left side of the screen, select **Requests**.



3. On the **Primary Requests** screen, select the Department to see the courses available to you.

Primary requests	
	Subject area
Select...	AP COURSES
Select...	BUSINESS EDUCATION
Select...	DANCE
Select...	DRAMA
Select...	ENGLISH
Select...	ENGLISH LANGUAGE LEARNING

- Select any courses that you wish to take from that department. Click on OK when you are done selecting all of your selections from that department.

Click here to move to the next screen if you do not see the course(s) you are looking for.

Select	CourseNumber	CourseDescription	Academic level
<input type="checkbox"/>	MEN--09	ENGLISH 9	Regular
<input type="checkbox"/>	MEN--09H--	ENGLISH 9 HONOURS	Regular
<input checked="" type="checkbox"/>	MEN--10	ENGLISH 10	Regular
<input type="checkbox"/>	MEN--10H--	ENGLISH 10 HONOURS	Regular
<input type="checkbox"/>	MEN--11	ENGLISH 11	Regular
<input type="checkbox"/>	MEN--11H--	ENGLISH 11 HONOURS/LITERATURE 12	Regular
<input type="checkbox"/>	MEN--12	ENGLISH 12	Regular
<input type="checkbox"/>	MEN--12H--	ENGLISH 12 HONOURS	Regular
<input type="checkbox"/>	MEN--10LA-	ENGLISH 10: LANGUAGE ADAPTED	Regular
<input type="checkbox"/>	MWR--12	WRITING 12	Regular

- Do not enter your Alternate course choices.
- If you are in grade 10 or 11 you must choose a Career Program option (30 or 90 hours).
- You must click on **Post** to save and finish!

Last posted time:      Approved time:

See your counsellor if you have any questions.