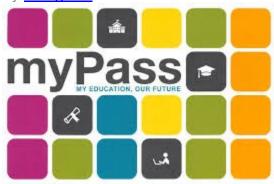
## Have you signed up for myPass?

by saraglass



myPass is an Alberta Education self-service website for Alberta students to:

- View diploma exam results and request rescores
- Register to write a diploma exam
- Oder High School transcripts
- View progress towards a credential (diploma or certificate)
- View and print a Detailed Academic Report (DAR)
- View student personal information

## Who should register?

Any students in Grades 10 through 12.

## How do I register?

- 1. Google myPass or go to myPass in the link provided
- 2. To register for an account, you will need
- your Alberta Student Number (ASN) this is the longer 9-digit number on your ABJ student ID card
- a personal email address
- a correct mailing **address** on file with Alberta Education

(If you need to change your address you can do so at the front office)

- 3. Set up an Education Account
- 4. You will receive two things an email with a URL and a physical letter in the mail with a 4-digit **PIN**. Once you have received BOTH the email and

the letter, go to the URL contained in the email and enter the 4-digit PIN.

(It will take 5-10 business days for the letter to arrive in the mail. The PIN expires after 30 days so if you do not authenticate your account within that time frame you will have to start over.)

5. **Record** your username and password in a safe place. You will be using this account throughout your High School, so please don't lose your log in information – it is not easy to reset!

## **Third Party Access**

Parents/guardians may access your myPass account as well. Process looks the same, however, third party will use their own email. They will need to provide the student's ASN and date of birth upon registration.

If you have any questions or need a bit of help, please don't hesitate to come and see one of the counsellors for some additional assistance!