For Students Post-Secondary Selections
Grade 12 and adult students can view and order their transcripts to be sent to PSIs, prospective employers and themselves on the StudentTranscripts Service at: www.studenttranscripts.gov.bc.ca/. Students must create a Basic BCeID account to access their information. Students need only complete their PSI selections once in the current school year. Students should make their PSI selections early in **May,** each year, but if needed, may add to their selections at any time through early July each year.

STS- Student Transcript Service

This is the web site that every grade 10-12 needs to go to in order to set-up their account in order to send transcripts to the various post-secondary institutions they are applying to.

Provincial Graduation Assessment Results are on the Ministry's **Student Transcripts Service (STS)** website which provides students with secure access to their Provincial Graduation Assessment proficiency score and detailed results for each assessment. Students require their **Personal Education Number (PEN-A 9 digit #** the can **get from Mr. Drosdovech** if they can't locate theirs), legal first and last name, date of birth and email address to create an account on the **Ministry's STS website www.studenttranscripts.gov.bc.ca/.** Please note that preferred names are not allowed, only legal names. Students should be encouraged to create an account prior to the release of results. From there they can **register for a Basic BCeID** required to use the Student Transcripts Service. When signing up for a **Basic BCeID, students select their password reset question and answer**, which they must remember as they are required if students forget their password. Students must use spacing and punctuation with care when selecting answers as answers are case sensitive and spaces entered between letters or words are not recognized.

StudentTranscripts Service (STS) inbox is monitored during regular business hours. Depending on the current volume, responses may take between 1-3 business days. See some important tips below – if any of these hints resolve your issue, please let us know.

If seeking any details about your STS account or order status: provide your Personal Education Number (PEN), your full legal name, birthdate, and the name of your last school. We will not be able to access your file without this information. If you are a parent or guardian, we need your child's permission to share their personal information with you.

Looking for your Personal Education Number (PEN)? Visit GetMyPen: https://www2.gov.bc.ca/gov/content/education-training/k-12/support/pen-services

Sent to the wrong email address when trying to register for STS? Unverified registration attempts will expire in 24 hours and you can try again. We may be able to clear the registration earlier than that, but email requests are only responded to during regular business hours, and on a first-come first-served basis. Please provide your full legal name, birthdate, the name of your last school, and 9-digit Personal Education Number (PEN) so we can access your Student Profile.

Seeing incorrect courses or grades on your transcript? First contact your school and ask them to submit any changes. The Ministry does not have the authority to change a student record without direction from a student's school.

Seeing a notice that a registration already exists for the PEN you have entered? This means you have probably already registered with a different Basic BCeID account at some point. If you click "Continue with new registration," your previous registration will be reassigned to the Basic BCeID account you are using now.

Sending your transcript via OUAC? Ontario Universities are processed through the Ontario Universities Application Centre (OUAC). While searching for your Post-Secondary Institution (PSI), please ensure you do the following: Make sure "Ontario" is selected from the Province drop down box and then search for -   "Ontario Universities Appl Centre (OUAC)"

Need an official transcript right away? Ask your post-secondary institution or other receiver if they will accept a password protected PDF via email. You set the password and provide it to them, just like a bank e-transfer.

When these are sent directly to a recipient email, they cannot accessed in any way by the student and are an official document. Find out more here:

https://www2.gov.bc.ca/gov/content/education-training/k-12/support/transcripts-and-certificates/electronic-transcripts

Ministry of Education

Student Certification Branch