Student Transcript Service

* This online form gives permission to the Ministry of Education to release your transcript to universities.
* It is a mandatory step in the mark reporting process.
* WVSS does not send a final transcript in June.
* Do the form NOW – Ministry sends marks in June.
* You can use this account in the future if you need a transcript.

Steps:

1. Go to [www.studenttranscripts.gov.bc.ca](http://www.studenttranscripts.gov.bc.ca)
2. Do not do this on your phone – it will not work.
3. Click on “Sign Up for a BCeID”
4. You must use your PEN number and legal name
5. Choose your own User ID/password and make sure you write it down
6. You will now receive an Activation email
7. Follow the link in the email to complete final step – do not use your phone to do this
8. Your account is complete when you reach “My dashboard”