Family Portal Account Creation

Parents and Guardians

MyEdBC Log In Screen – link on school website

This document is intended to provide parents and guardians step by step instructions on how to create a Family Portal account.
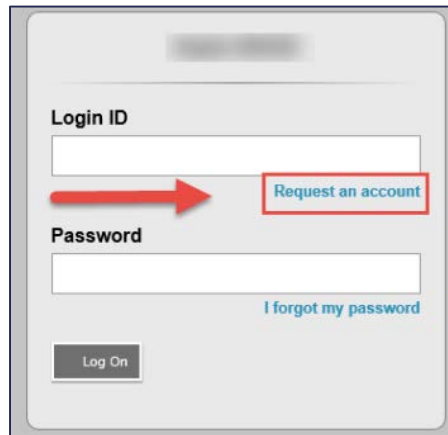
⚠️ **Parents and guardians should only be creating a family portal account if they are new to the district <u>and</u> registering a kindergarten student.**
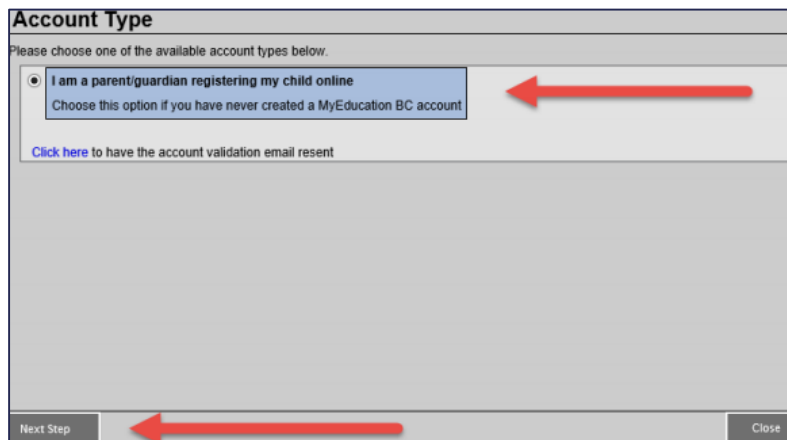
Creating a Family Portal Account

1. Click the **Request an account** link on the log in screen on MyEdBC

2. Put a tick next to "**I am a parent/guardian registering my child online**"
3. Click **Next Step**

If you require additional support, please contact your catchment school

4. Enter in the required information

⚠ Fields with a red astrix (*) are requires fields - the system will not allow you to move on if those fields are blank.

5. Click **Next Step**

6. Enter in the required information
7. Click **Create My Account**

If you require additional support, please contact your catchment school

> 💡 A verification e-mail will be sent to parents/guardians – click the link to verify your e-mail address to activate your account.
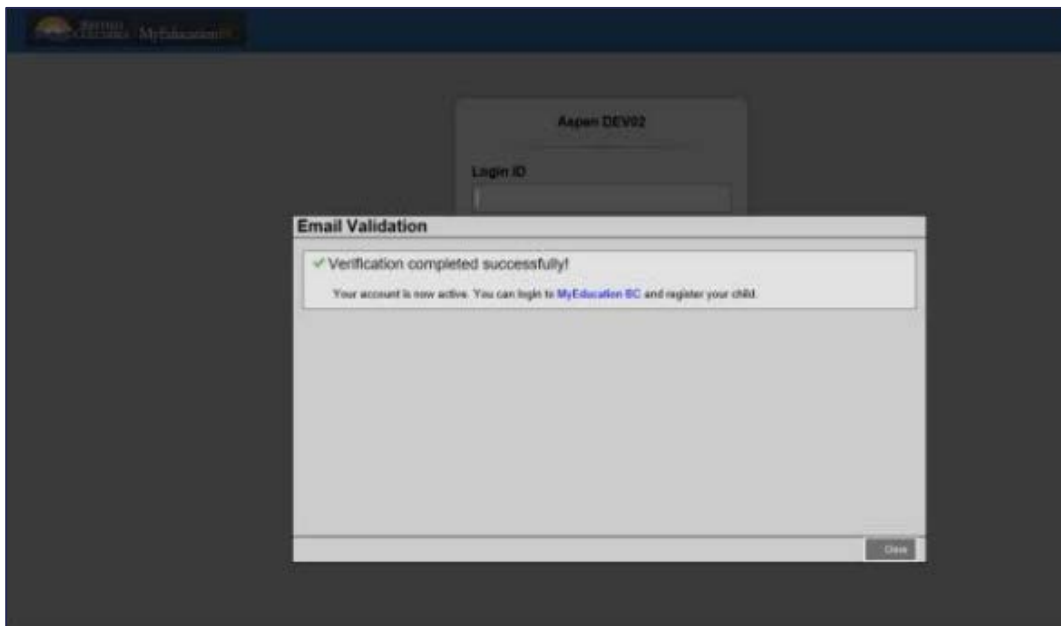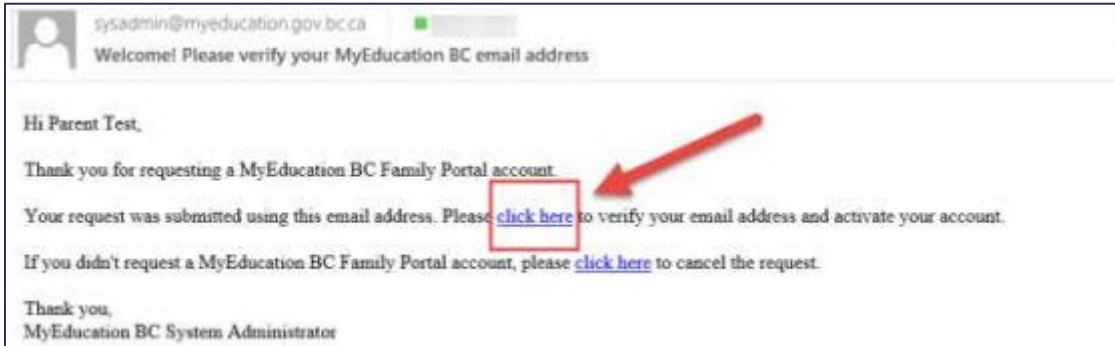
Version History

Version	Date	Description
5.0	December 2020	New Document Created