

# COURSE SELECTION USING THE MYED STUDENT PORTAL

1. Log onto MyEd BC <http://www.myeducation.gov.bc.ca/aspen/>  
There is a link on the Yale website under Students > Course Planning
2. Log in ID: This is your student number (the one on your ID card).
3. You should know your password because you would have signed in recently to look at your report card and your semester 2 schedule.

Forgot your password? Email [Yalerecords@abbyschools.ca](mailto:Yalerecords@abbyschools.ca)

Once logged on to the student portal, go to the “My Info” tab on the top, then to the “Requests” tab on the left-hand side. Your screen should now look like this:

The screenshot displays the MyEd BC student portal interface. At the top right, it shows the school year '2023-2024' and the number of requests: 'Requests: 0 primary, 0'. Below this is a section titled 'Instructions' with the Yale logo and 'Yale Seco' text. The instructions state that students must pick 8 courses, including Extended Day classes (Concert Band, Jazz Band) and required courses (Social Studies 10, English 10, Science 10, Math 10, PE 10, Career Education 10). A note mentions that support blocks can be added and replace electives. It also states that students must choose 2 alternate elective courses. A list of 'FINE ARTS ELECTIVES' includes Drama 10, Guitar 10, and Musical Theatre 10. On the left side, there is a table for '2023-2024 - Reqs' with columns for 'SchoolCourse > CrsNo', 'SchoolCourse > Description', 'Inclusion?', and 'Name'. Below the table is a search box for 'School Course > Number' with 'Select...' and 'Delete' buttons. There is also a link for 'Unavailable schedule: Edit Schedule'. At the bottom, there is a 'Course Request Adjustments' table with columns for 'School Course > Number', 'School Course > Description', 'School Course > Department', and 'School C'. One row is visible for 'MSS-10', 'SOCIAL STUDIES 10', 'Social Studies', and '10'.

If it looks more like this, click the “entry mode” link. You can toggle between the two view to make requests or to view what you have requested and what some teachers have recommended for you.

Entry mode >>

Using the main screen, scroll down until you see the “Subject Area” and “Select” boxes. Open the first one and make your choices by clicking on the square beside the course. When you have chosen all the courses you want in the subject area, click “OK” at the bottom. To undo a choice, go back and “un-click” the box beside the course, then make your new choice if required. Now go on to the next subject area.

Don’t forget, you **must** also choose 2 alternate choices using the “alternate” selection box.

Once you have made all your choices, scroll down and hit the “post” box. You can still go back in and make changes until the cut-off date.