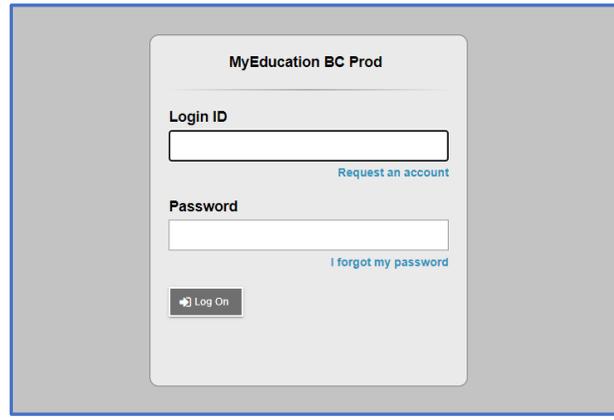


How to input your course requests in the Student MyED Portal

Step 1: Go to MYED BC and login with your 7 Digit Student Number (not and email address or PEN number)



MyEducation BC Prod

Login ID

[Request an account](#)

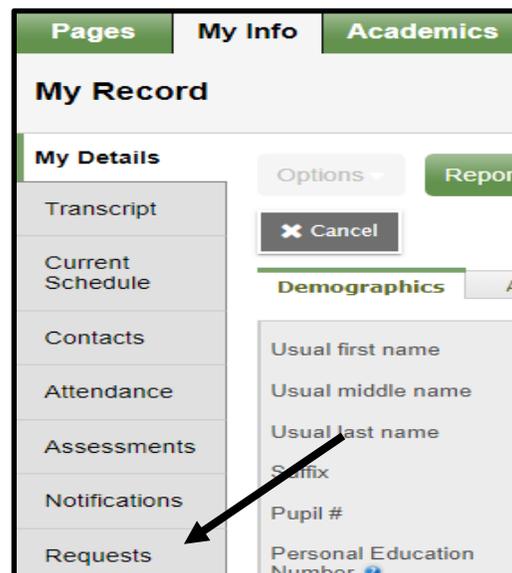
Password

[I forgot my password](#)

Step 2: Click on “MY INFO” in the top left corner.



Step 3: Click on “REQUESTS” at the bottom of the left sidebar.



Step 4: READ all the instructions on how to select courses in each category.

Instructions

PINETREE
SECONDARY SCHOOL

Student Input Screen - Grade 9 Students must take a minimum of 8 courses.

- HONOURS – MUST select online in MyED Student Portal to be considered – selections are based upon report card
- EAL class placement will be assigned based on assessment and teacher recommendations.
- All courses are a 'request' only. Every effort is made to accommodate all requests; however, they are not guaranteed.

1. English - select one
2. Social Studies - select one
3. Math - select one
4. Science - select one
5. Physical and Health Education - select
6. Electives - Select 3
7. Extra - These are music courses that take place outside the timetable, before or after school.
8. Alternates - Select 1 Alternate course. This alternate will be used if we are not able to fulfill your requests for your elective courses.

Course descriptions and information for the B.C. Graduation Program can be found at the link below.
[Pinetree Secondary Course Calendar](#)

Step 5A: Click on SELECT and enter your core courses- English, PE, SS, Math and Science.

Step 5B: Click on SELECT and enter 3 electives.

Primary requests

	Subject area	SchoolCourse > CrsNo	SchoolC
Select...	English		
Select...	PHE		
Select...	Social Studies		
Select...	Mathematics		
Select...	Sciences		
Select...	Electives		
Select...	Extra Courses		
Select...	EAL courses		

Alternate requests

	Subject area	SchoolCourse > CrsNo	SchoolC
Select...	Alternate		

Step 6: When entering electives use the < > arrows to scroll through to each page of electives.

Subject area: Electives

Instructions: Please select **3 Electives**. There are several pages of electives. They are sorted alphabetically. Use the < > arrows to scroll through to each page of electives.

< 1:10 XBA--09 >

Select	CourseNumber	CourseDescription	Credit	Department	Prerequisites
<input type="checkbox"/>	XBA--09	BAND 9	0.0	Music	
<input type="checkbox"/>	MADEM09	BUSINESS TECHNOLOGY 9	0.0	Business Education	
<input type="checkbox"/>	MPHE-09G	FITNESS 9	0.0	Physical Education	
<input type="checkbox"/>	MADFS09	FOOD & NUTRITION 9	0.0	Home Economics	
<input type="checkbox"/>	MFR--09	FRENCH 9	0.0	Languages	
<input type="checkbox"/>	MADIT09	INFORMATION TECHNOLOGY 9	0.0	Business Education	
<input type="checkbox"/>	MJA--09	JAPANESE 9	0.0	Languages	
<input type="checkbox"/>	YMIS-0B	LC APPLICATIONS OF LEARNING 10	4.0	Support Services	
<input type="checkbox"/>	MMAN-09	MANDARIN 9	0.0	Languages	
<input type="checkbox"/>	MAE--09	PERFORMING ARTS 9	0.0	Performing Arts	

OK Cancel

Step 7: You will also need to enter: 1 alternate course.

Notes to Counsellor: If there is anything you would like us to know about your Course selection, please leave a message in the Notes to Counsellor.

Alternate requests			
	Subject area	SchoolCourse > CrsNo	SchoolC
<input type="button" value="Select..."/>	Alternate		

Notes for counsellor