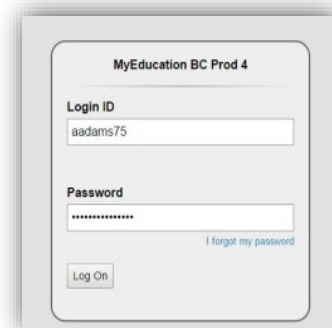# LORD TWEEDMUIR SECONDARY SCHOOL

COURSE SELECTION ONLINE INSTRUCTIONS

All course requests for the 2026/2027 school year are being completed online. Please carefully follow the instructions below.

More detailed course request instructions can be found here:

https://www.surreyschools.ca/tweeds/page/9044/counselling

1. **Go to** https://www.myeducation.gov.bc.ca/aspen/logon.do

2. **Login ID**: Use your school student number.

   a. **Password**: Enter your MYED password. If you need to reset your password, follow the instructions. *If you cannot reset your password, seek support from the main office.*
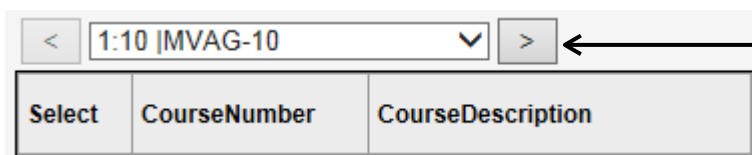
   b. Note: You will need to enter a new password that is a MINIMUM of 8 characters (at least one upper case, one lower case letter and one symbol that isn't a letter or number - ie. $ or *)

   Password Requirements

   - Minimum length is 8
   - At least one number
   - At least one capital and lowercase letter
   - At least one symbol that isn't a letter or number
   - Can't contain 'password', login name, first name, middle name, last name, date of birth, personal id, or only sequential letters or numbers

3. **Go to**: **MyInfo** (top left), **Requests** (left side), Once here, carefully read the home page instructions specific to your grade at the top of the page then choose your courses.

4. To make course selections click on "**Select**" and then choose your course by clicking on the check box.

   | | 1:10 |MVAG-10 | ˅ | > |

   | Select | CourseNumber | CourseDescription |

   Click here to navigate to the next screen if you do not see the course(s) you are looking for.

5. Ensure you have selected 8 courses and 2 alternate courses.

6. **Post** – when finished click on **Post** to save.

7. **MyEd Student Portal** - We ask that you submit all course requests within one week of your course selection presentation.

   Requests posted successfully.

   OK