



### **Login to myPass to:**

- View and print diploma exam result statements.
- Order transcripts.
- View progress towards a credential (diploma or certificate).
- View student personal information.
- View and print detailed academic reports (DAR).
- Order additional copies of a credential.
- Register for a diploma exam.

### **BEFORE YOU SIGN UP:**

- 1. Make sure that the school has the correct address on file.**
- 2. Get your Alberta Student Number (or AED number) from the school.**

### **To Sign up Online**

- Go to [myPass.alberta.ca](https://myPass.alberta.ca).
- Set up an Education Account or sign in with social login (not school email address).
- **You must use your legal name.**
- Enter your [Alberta Student Number](#) and date of birth.
- You will be sent two things – an email with a URL and a physical letter with a 4 digit PIN. This PIN will expire so set up your account immediately.
- Once you receive both the email and the letter, go to the URL contained in the email and input the 4 digit PIN.