

Post-Secondary Institution (PSI) Selections for 2018 Graduates

The Ministry of Education distributes transcript information to post-secondary institutions (PSIs) selected on the StudentTranscripts Service by students during their graduating year. Distribution of interim transcript information takes place in early May, while final year-end transcript information is distributed in late July.

Please encourage Grade 12 students to visit the StudentTranscripts website before May 3, 2018 to make their PSI selections if they are applying to a PSI this school year.

Distribution of Transcript Information and Deadlines

Interim Transcript Information

- PSI Selection Deadline: **May 3, 2018**
- Ministry sends Interim batch Transcript information to participating BC PSIs, University of Alberta, University of Calgary and by the Ontario Universities' Application Centre (OUAC): **May 7, 2018**
- All other PSIs receive final transcript information only

Final Transcript Information

- PSI Selection Deadline: **July 13, 2018**
- Ministry sends final Transcript information to all students' selected PSIs in late July 2018

For Students: StudentTranscripts Service

Students can access the StudentTranscripts Service at: www.studenttranscripts.gov.bc.ca/. Students must create a Basic BCeID account to access their information.

For details on creating a Basic BCeID account or resolving forgotten passwords visit <https://www2.gov.bc.ca/gov/content/education-training/k-12/support/transcripts-and-certificates/studenttranscripts-services-help>.

Students need only complete their PSI selections once in the current school year. Students may add to their selections at any time up through July 13, 2018. Students may make up to 25 selections free of charge within six months after completing their last course. After six months, students will be charged \$10 per transcript, payable on the StudentTranscript Service.

On the StudentTranscripts Dashboard, under *Transcripts & Certificates*:

- Students can select PSIs to have their Interim Marks and/or Final transcripts distributed by selecting "*Send/Order Your Transcript*". Students find their desired PSIs and select (dependent on the PSI's current process) the *option "Send interim and final marks when they are available"* or "*Send final marks when they are available*".

More detailed instructions for StudentTranscripts Service are available here: <https://www2.gov.bc.ca/gov/content/education-training/k-12/support/transcripts-and-certificates/studenttranscripts-services-help/my-dashboard#9-2>

Tips

Student Name Confirmation

Students should ensure that the name that will appear on their transcript matches the name they provide in their applications to post-secondary institutions. A student can check their first and last names as reported to the Ministry on their Unofficial Transcript of Grades found on the StudentTranscripts Service website.

Can't Find a PSI?

If a specific PSI is not available on StudentTranscripts Service website, please send an email with the name and address of the PSI you wish to see added to: Student.Certification@gov.bc.ca.

For Schools: PSI Selections – Student Summary Report

Schools may use the ***PSI Selections – Student Summary Report*** to identify students who are applying to a post-secondary institution but have not yet given the Ministry of Education permission via the StudentTranscripts Service website to release their transcript information to PSIs. It can also be used to confirm which PSIs students have selected. The report shows:

- Each student in your school who has made one or more 2018 PSI selections to date (where a student chose to send interim and/or final marks when they are available).
- Each current Grade 12 and Grade "AD" (Adult graduating) student who has **not** made any 2018 PSI selections to date.

This report is updated daily until May 4 and then weekly until mid-July.

Schools access this PDF report by logging into the **School Secure Web (SSW)** site: www.bced.gov.bc.ca/exams/tsw/princ_terms.jsp. Once logged in, this ***PSI Selections-Student Summary Report*** is accessed by clicking on the "Post-Secondary Reports" link.

Beginning in April, interim student marks, as well as students' PSI selections, appear on the Transcript Verification Reports (TVRs) and also on SSW.

More Information and Reference

A StudentTranscripts Service Overview document for school counsellors is available for download from https://www.bced.gov.bc.ca/exams/trx_updates/.

Questions:

If you have questions, please email: Student.Transcripts@gov.bc.ca