

[Transcripts for Secondary Students](#)

A transcript is an official document that shows your secondary school marks and credits in a British Columbia Graduation Program. It is a listing of a student's academic record relating to a BC Graduation Program, which includes courses completed successfully, grades earned, honours received, and graduation status. Your transcript, not your Graduation Certificate (diploma), is the legal document proving graduation.

Current and former BC secondary school students will need to provide their Personal Education Number (PEN) when applying to a post-secondary institution (PSI).

Your PEN is a nine-digit number assigned to you when you entered the BC school system. Your student ID will not work as a PEN.

You **may** have a PEN if you:

- Attended a B.C. K-12 school since 1993
- Wrote a provincial exam since 1986 or
- Attended a B.C. Public Post-Secondary Institution since 1998

You can use your PEN to:

- View or order your [secondary school transcript](#)
- Send your secondary school transcripts to post-secondary institutions
- Order your graduation certificate
- View your scholarships
- View your provincial exam or graduation assessment results

How do I get my PEN?

Before you can log into GetMyPEN, you must sign-up for a [Basic BCeID](#). If you already have a Basic BCeID you can log into GetMyPEN.

Register for a [Basic BCeID](#)

Online ID for secure access to [GetMyPEN](#).



How do I get my Transcripts?

Log into [GetMyPEN](#) with your BCeID to retrieve your PEN. Once you have your PEN, you can easily send your official transcript electronically or by mail to a Post Secondary Institution using the [Student Transcript Service](#). You are also able to:

- Order your graduation certificate
- View your scholarships
- View your provincial exam or graduation assessment results

No PEN Available

Reasons no PEN was found:

- Did not write a provincial exam since 1986
- Did not attend a B.C. K-12 school since 1993
- Did not attend a B.C. PSI since 1998

Students who do not have a PEN and are looking for transcript records will need to contact [School District 5](#) for more information.