Password Reset

My apologies to everyone, things are changing everyday and the Password Change PDF guide I sent home has some updates as the VSB has changed their password site and requirements.
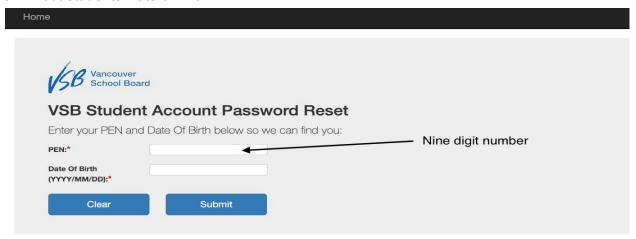
To reset the password students need their **PEN (Personal Education Number)** - nine digits
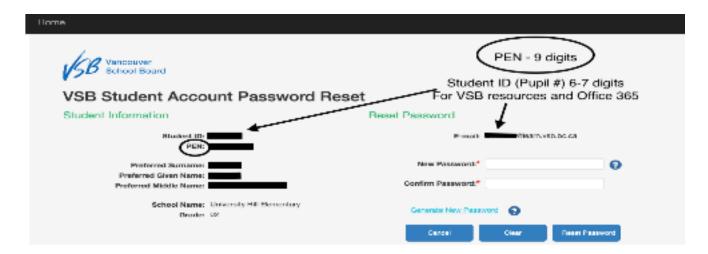   ● NOTE: You only need PEN to reset student passwords.

To access the digital resources through our VSB library or accessing Microsoft Office 365 students will need their **PUPIL # (Student ID #)** - 6 or 7 digits.

UPDATE
1.Go to https://studentpass.vsb.bc.ca
2. Login in using student PEN number
3. Fill out students Date of Birth

This page will then appear. It provides Pupil # (Student ID), PEN, and email address.

IMPORTANT

The new password must be in this format:

- ○ Passwords **must** have at least two words
- ○ Each word **must** have at least 3-letters
- ○ Each word **can** include one number
- ○ A character **must** separate the words and can be one of these: space . , ! $) ( ] [+ =

PLEASE WRITE THIS NEW PASSWORD DOWN

For clarification Pupil # (Student ID) is to be used for VSB resources such as VSB library, database, eBooks and MIcrosoft Office 365.

Microsoft Office 365 is for access to email, and Microsoft apps such as Word, Powerpoint, Teams and provides online storage.

If you have any questions or need assistance please contact me directly at jcovert@vsb.bc.ca