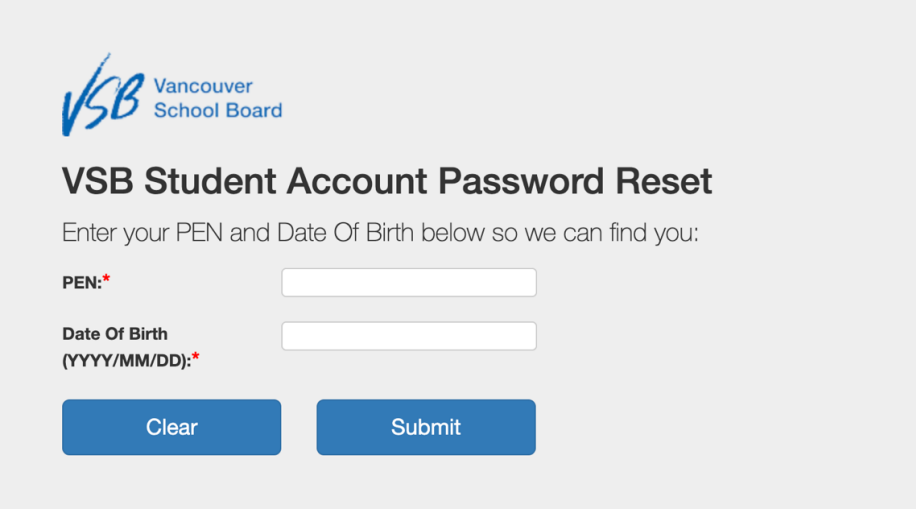
Tupper Secondary School

419 24th Ave East Vancouver, BC V5V 2A2
Tel: 604-713-8233 Website: https://www.vsb.bc.ca/sir-charles-tupper

VSB Student Account Password Reset – For Outlook Email, Microsoft Teams & Suite

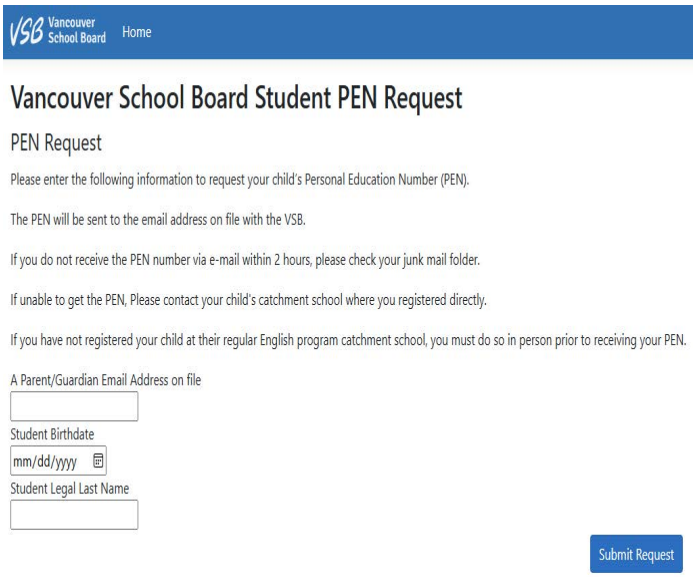
1. Please visit studentpass.vsb.bc.ca

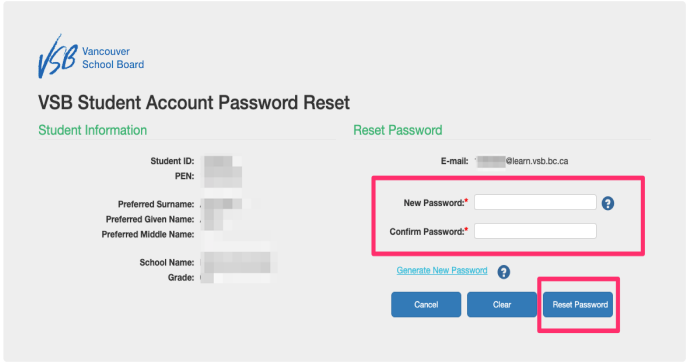


2. You must enter your Personal Education Number (PEN) that is a 9-digit number provided from the BC Ministry of Education. You can find this on a previous report card, or in your MYED BC Student Family Portal account, or by visiting/calling our main office. NOTE: This is NOT your Tupper Secondary student number which is 6-7 digits long.

3. Input Date of Birth (format YYYY/MM/DD). For example, if your birthday is December 2nd, 2010, you would enter 2010/12/02.

4. If you do not know the Student PEN number, please contact the office staff or visit https://penrequest.vsb.bc.ca/ site. You will need to know the parent email address on file, student date of birth, and legal last name.





5. Enter a **NEW** password and enter it again to **CONFIRM**. Click **RESET PASSWORD**. (You can also the system "Generate New Password" but it might be hard for you to remember.)