

MyForms – Parent/Guardian User Guide

Introduction

MyForms is an application developed by the Vancouver School Board to replace paper-based consent and acknowledgement of risk forms typically sent home with students.

The application allows parents/guardians to confirm, deny and revoke their approval of topics and activities related to a student's studies.

Signing In

The application is accessed using a web browser at the following URL: <https://myforms.vsb.bc.ca>.

For each student in your care, you will log in using their credentials, either a PEN number and date of birth, or, if available, the students VSB email credentials.

Note: If required, recovering required credentials can be done using the above supplied link.

Home

Once signed in, you will be presented with forms relevant to the current student. Depending on the state of the form, you will be able to sign, view or revoke consent for each form by clicking the relevant button.


[Home](#)

Hello Johnny Appleseed! [Sign out](#)

My Forms

Select Language
▼

Powered by Google Translate

Name
Johnny Appleseed

School
Kitsilano Secondary

Form	Consented	Action
Adobe CC Acknowledgement of Use (for students)		Sign
Adobe CC Consent Form (for parents/guardians)		Sign
CASL Consent Form 2023-24 (for parents and guardians)		Sign
G4-12 Student AUP	Yes	View Revoke
New_External_Media_Consent_2023-2024	No	View Revoke
New_VSB_Media_Consen_2023-2024		Sign

Signing a form (providing consent)

Entering an unsigned form will present you with the details of the matter requiring acknowledgment. Once read, you can provide a response by clicking either the **'I consent'** or **'I do not consent'** boxes near the bottom of the page.

Upon submission, you will be brought back to the main page. MyForms will send a confirmation email to you (the parent/guardian) for your review and filing.

The screenshot shows a web browser window with the URL <https://myforms.vsb.bc.ca/StudentHome/Submit?programG...>. The page header includes the VSB Vancouver School Board logo, a 'Home' link, and a user greeting 'Hello Johnny Appleseed! Sign out'. The main heading is 'Submit'. A language selection dropdown is set to 'Select Language' with a note 'Powered by Google Translate'. The form is divided into two columns: 'Student Information' and 'Form Information'. Under 'Student Information', the 'School' is 'Kitsilano Secondary' and the 'Name' is 'Johnny Appleseed'. Under 'Form Information', the 'Form Title' is 'Neighbourhood Class Walk Consent'. Below these columns, there is a 'Consent option' section with two radio buttons: 'I consent' (unselected) and 'I do not consent' (selected). A label 'Select a parent/guardian with email address:' is followed by a dropdown menu showing 'Julia Appleseed - jappleseed@gmail.com'. A 'Date' field shows '2024-08-26'. At the bottom are 'Submit' and 'Back' buttons. The footer contains 'Terms of Use | Privacy | © 2024 - Vancouver School Board'.

Revoking Consent

If you've previously consented to a form but now prefer to remove consent, click 'Revoke' and follow prompts.

The screenshot shows a web browser window with the URL <https://myformsdev.vsb.bc.ca/StudentHome/Revoke?guid=aea2...>. The page header is identical to the previous screenshot. The main heading is 'Revoke'. Below it is the question 'Are you sure you want to revoke this consent?'. A 'Title' field shows 'Adobe CC Acknowledgement of Use (for students)'. A 'Form URL' field shows '/data/43ab0855-9ad1-4273-a1ff-017c0be3b6a2.pdf'. An 'Additional information:' label is followed by an empty text input field. A 'Parent/Guardian's email address:' field shows 'appleseed@apple.com'. At the bottom are 'Revoke' and 'Back' buttons.