To order/view your Transcript you will need:
1) A **basic** BCeID account
2) Personal Education Number
(Instructions for both below)

Create a **basic** BCeID

 Start at this link https://www2.gov.bc.ca/gov/content/education-training/k-12/support/pen-services/pen

> Click on "Request" blue box near the top right of the webpage.
> Click on the blue box "Log in with BCeID"
> At the bottom, click "Register for a BCeID" under "No Account?"
> Click on basic BCeID

> Click on https://www2.gov.bc.ca/gov/content/education-training/k-12/support/pen-services/pen
> Click on "Request" which will bring you back to "Log in with BCeID". Log in and it will take you to another form for you PEN.
> Fill our required information
> A confirmation email will be sent
> In the email, click on "Activate your GetMyPEN" link
> A message will come up that it will take 1-3 business days and you will receive an email when your PEN is found. (Please note that this usually only takes a couple hours or less if done during business hours)

Once you have your PEN, follow below steps to order your Transcript.

Ordering a Transcript if you already have your Personal Education Number (PEN):
(See above on how to obtain your PEN, if you do not have it.)

> Click on https://www2.gov.bc.ca/gov/content/education-training/k-12/support/transcripts-and-certificates/former-student/order-high-school-transcript-or-certificate-former-student
> Click on the blue box "Order" near the top, right side of your screen.
> Log into StudentTranscripts with you basic BCeID that you just created.

Once you have logged in, you can view your transcripts (unofficially), order your transcripts (personally or to a University) or order your graduation certificate.
IMPORTANT: Please note that for a job, or University, you want to order your **transcript** as that is the legal document.