**Fix an invalid PEN in BCeSIS/MyEd BC**

**This is a situation where a student has an invalid PEN in BCeSIS/MyEd BC**

**MOE Information:**

|  |
| --- |
| **Contact name from the MOE:** |
| **Valid PEN:** |

**School Information:**

Request Date:       School Name:       SIS:

School Contact Name:       School Phone:

**Student information (taken from SIS):**

Pupil Number (Student ID)

.

Legal Last Name

Usual Last Name

Legal First Name

Usual First Name

Gender

Birth Date

Invalid PEN

**Complete this form and email to:** [**studentduplicates@sd61.bc.ca**](mailto:studentduplicates@sd61.bc.ca)