**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)

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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**