

# How To Create BCIT ID

- Step 1: Click: [Create ID](#)  
( <https://secure.bcit.ca/sis/reg/> )

\*If new to BCIT click “Create BCIT ID” highlighted below.

The screenshot shows the BCIT login page. On the left is the 'Sign in' section with fields for 'BCIT ID' and 'Password', and a 'Sign in' button. On the right is the 'New to BCIT?' section with a 'Create BCIT ID' button highlighted in yellow. Below the sign-in section are links for 'Forgot your BCIT ID or your password?' and 'Need help?'. At the bottom, there is a note: 'Signing in indicates that you read and accepted BCIT's [Acceptable Use and Security policies](#).'

- Please complete the Personal Information form:

The screenshot shows the 'Personal Information' form. It includes the following fields:

- Legal first name \*
- Legal last name \*
- Preferred first name
- Personal email address \*
- Confirm email address \*

Gender \*

Please select

Birth date \*

Day  Month  Year

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**BCIT ID Verification**

Providing your PEN will help us quickly verify if you already have a BCIT ID number.

**Personal education number (PEN)**  
For current or past BC high school students only

Creating fictitious IDs is a violation of BCIT policy.

[Save & Proceed](#)

You will find PEN number on your highschool transcript. If you don't know it, please continue onto next field (it is not a mandatory field).

- Please continue filling out the information requested.
- For the Education section please see below

**Education**

Highest level of education completed \*

Please select  ← Select "some High School"

Location of school \*

Please select

Year completed or last year of studies \*

← Use current year

[SUBMIT](#) Click on SUBMIT once, then wait for system to display your ID and password (It will take a few seconds).

I'm not a robot  reCAPTCHA  
Privacy - Terms

- For English Language Proficiency section please select either "English 12 in an English speaking country" OR "I do not meet the English requirements"

\*For detailed instructions on how to log in to myBCIT with your BCIT ID and password, please click [HERE](#)