



Student PEN Request Form

To obtain your Personal Education Number, please fill out the form below in full and FAX or MAIL it to the Ministry. If you have not attended a BC K-12 School since 1993, written Provincial Exam, or attended a public post-secondary institution since 1998, *you do not have a PEN*, nor can you be assigned a new PEN by submitting this form.

Please note: Your PEN is **not required** for registration (electronic or otherwise), to any post-secondary institution. Not having this number cannot deny or delay your registration in any manner. If you have any problems registering in a post secondary institution without a PEN, please contact the CDW Coordinator at aved.cdwcontact@gov.bc.ca.

I _____, hereby request my Personal Education Number.
(please sign your name)

Legal Surname	Legal First Given Name	Legal Second (Middle) Given Name
Usual Surname (if different)	Usual First Given Name (if different)	Usual Second (Middle) Given Name (if different)
Maiden Name (if applicable)	Past Name(s) (if applicable)	
Birthdate YYYY _____ MM _____ DD _____	Gender Male _____ Female _____	School Student ID Number (if known)
Last BC School Attended	Current School Attending (if applicable)	
Please complete the following Ministry reply options to ensure the return of your request e-mail address: _____ fax number: (_____) _____ mailing address: _____ mailing address: _____ City: _____ Province _____ Postal Code: _____		PLEASE READ CAREFULLY AND INITIAL THE PERSONAL DEMOGRAPHIC INFORMATION PROVIDED ABOVE IS COMPLETE AND ACCURATE. _____ (Initials) Note: Usual surname and given name fields are for use if you are known by a different name than recorded on your birth certificate.

CONFIDENTIAL INFORMATION

The information collected on this form will be used to verify your identity for the purposes of communicating your personal education number to you, and may also be used to update your PEN file. All information provided on this form will be administered in accordance with the *Freedom of Information and Protection of Privacy Act*.

For more information regarding the use of your personal information provided on this form, please contact Data Management, Ministry of Education.