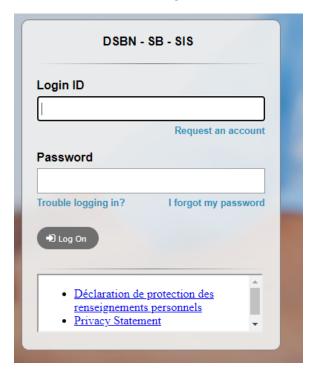
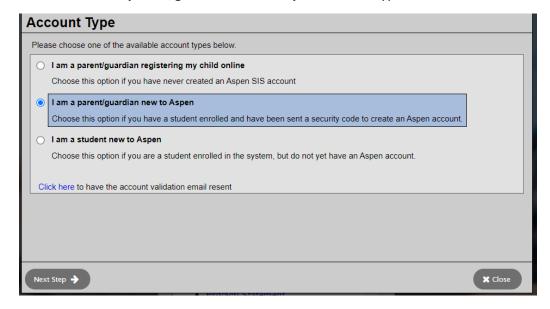
DSBN Family Portal Setup Instructions

Welcome to the DSBN Family Portal. To set up your account you will need the **Security Code** that was emailed to you. If you did not receive an email with the **Security Code**, please contact your school.

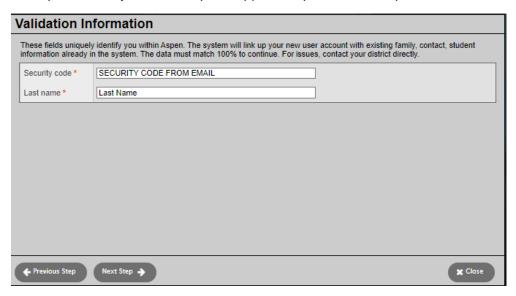
Click on the link in the email and you will be taken to the DSBN login page. Click on the "Request an account" link below the Login ID.



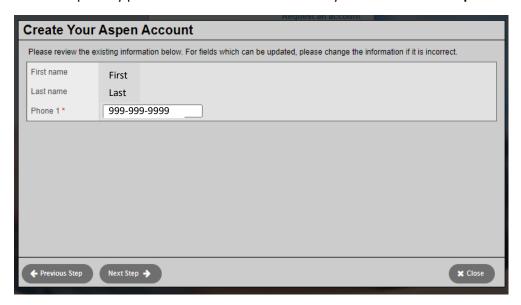
Select the "I am a parent/guardian new to Aspen" account type and click on the Next Step button.



Enter your Security Code exactly as it appears in your email and your last name. Click on Next Step.



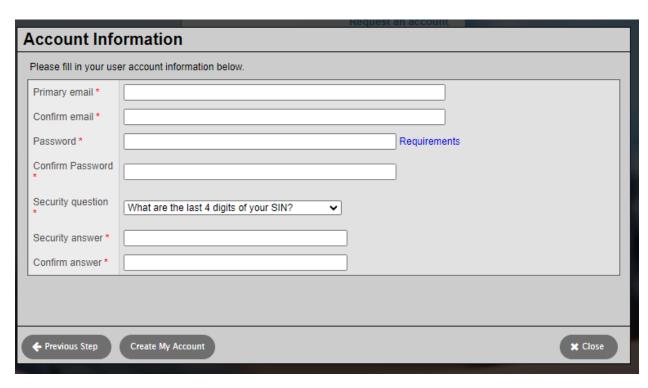
This is the primary phone number we have on file for you. Click on Next Step.



Complete the form below.

Password Requirements:

- Minimum length is 12
- At least one number
- At least one capital and one lowercase letter
- Can not contain "password", login name, first name, middle name, last name, date of birth, personal id, or only sequential letters or numbers

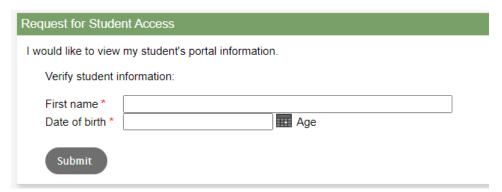


Click on Create My Account.

You will now receive an email with a verification link. Check your email and click on the link to verify your account.

Congratulations! You can now log into the DSBN Family Portal with your email and the password you provided.

Once you have logged in, verify your students by entering their **First Name** and **Birthdate** to access your students registered at DSBN.



Once your account has been created and verified go to https://dsbn.myontarioedu.ca/ to log into the Family Portal with your username and password.