



**May 22, 2019**

For students enrolled in Secondary IV or V in General Education in the Youth Sector, in Adult General Education or in Vocational Training

**SUBJECT: CREATION OF AN ACCOUNT FOR THE NEW ONLINE ACADEMIC RECORD SERVICE  
LAUNCHED BY THE MINISTÈRE DE L'ÉDUCATION ET DE L'ENSEIGNEMENT SUPÉRIEUR**

A new ministerial portal will give you access to all your marks and diplomas earned in secondary school and Vocational Training. This online service will also allow any new information regarding marks and diplomas to be promptly added to your record in the future.

**If you are enrolled in General Education in the Youth Sector, we strongly suggest that you create your account before the end of the school year.** Your marks will be made available starting July 5, 2019, and you will be able to access them right away.

If you are enrolled in Adult General Education or Vocational Training, you can create your account at your convenience.

[ See over ]

## TO CREATE YOUR ACCOUNT:

- 1** Go to [education.gouv.qc.ca](http://education.gouv.qc.ca).
- 2** Click on *Online services*, then select *Online academic record*.
- 3** On the *Online services* login page, select *Create an account*.
- 4** Provide the requested personal information, including your **permanent code** and **file number**, which allows us to identify you. If you do not already have this information, your educational institution can help you obtain it.


Please note that only one account can be created per permanent code.

If you encounter any technical difficulties while creating or consulting your account, please contact the Service des renseignements généraux of the Ministère de l'Éducation et de l'Enseignement supérieur:

418-643-7095, for calls in the Québec City area

1-866-747-6626, for calls from other areas

Select *Contact us* on [www.education.gouv.qc.ca](http://www.education.gouv.qc.ca)

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