

myGPRC for Apprentices

myGPRC Account Creation, Forgot Your Username or Password Support



If you have NEVER created a myGPRC account

To create a myGPRC account click on “Request Account”

- You will be asked to enter your GPRC Student ID, legal first and last name and birthdate. A temporary password will be sent to the email address you supplied. If you are unsure of your student ID or the email address we have for you, please **contact us at (780) 539-2704 or mygprc@gprc.ab.ca**. If you have just forgotten your username see the next section.
- You can watch <https://my.gprc.ab.ca/SelfService/Custom/Help/#> which is a short video on how to request an account.

If you have created a myGPRC account but cannot remember your login information

User Name (This is your GPRC Student Id)

- If you forgot your username you can click on “Forgot My Username” and follow the instructions. If a match is found, one will be sent immediately to the email you supplied GPRC. **If you have ever attended GPRC, you will have a GPRC Student ID.**

Password

- If you have **forgotten your password** you can click on “Forgot My Password” and follow the instructions. If a match is found, one will be sent immediately to the email you supplied GPRC.

GPRC Student PC Lab Password

If you have **forgotten your password** for the GPRC Student account, **which** is different from your myGPRC account, you can quickly change the password from within myGPRC. From the main page choose **My Profile**, then **Account Information**, then from the side bar choose **PC Lab / Moodle Account** to easily update.

Need More Help?

myGPRC : (780) 539-2704 or mygprc@gprc.ab.ca

PC Lab Helpdesk: (780) 539-2933 or helpdesk@gprc.ab.ca

T2202A Financial Support: (780) 539-2026 or ar@gprc.ab.ca

Grades: Check your MTS account for Eligibility and Grades

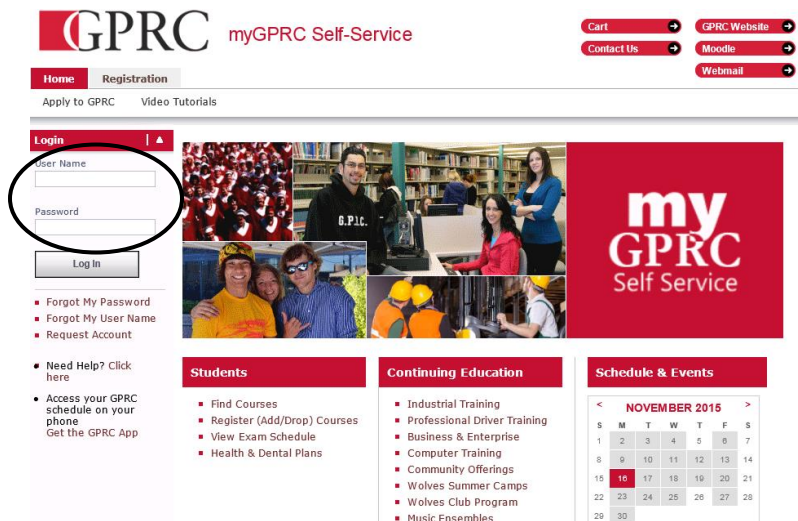
Registration Process: www.gprc.ab.ca/programs/apprenticeship.html

myGPRC for Apprentices and Credit Students

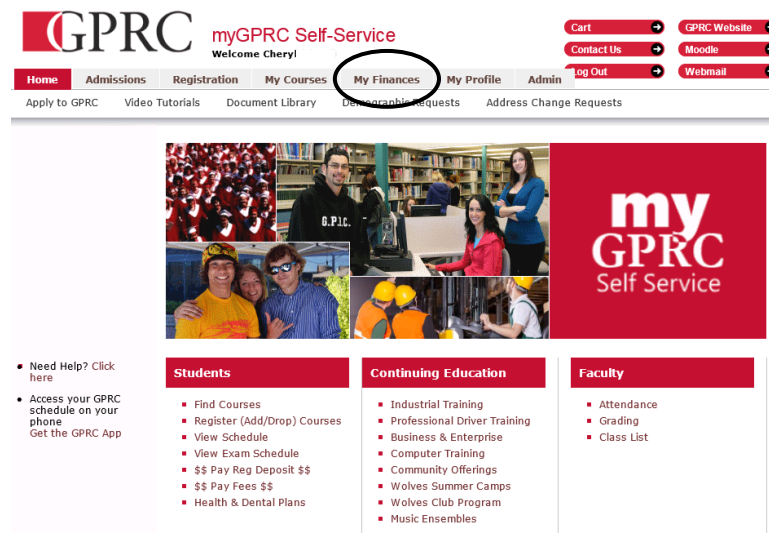
Getting a T2202A For Income Tax Purposes

NOTE: T2202A's will be available the last day of February for the previous tax year

1. From our website, www.gprc.ab.ca, you can choose the myGPRC link in the upper right hand corner to access myGPRC or go directly to my.gprc.ab.ca.
2. Enter your username and password to sign on. Your username is your 7 digit GPRC student id number that you can find on your id card.



3. Once you have logged on click on **My Finances**.



4. Under My Finances you will find a heading, **T2202A Tax Forms**. Choose this option to find a copy of your T2202A that can be opened and printed.

