



Parade College,

Subject Selection - Using Web Preferences

2025

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This document is designed to assist in using Web Preferences to select and submit your subject preferences. You can skip to a certain section by clicking items in this interactive menu. If you wish to return to the homepage at any time click the Return to menu at the bottom of each page. This guide contains the following sections:

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Step 1 – Logging onto Web Preferences

- Check your **Parade student email account** after Friday 26th July for the ‘Web Preferences Access Guide for 2025 Subjects’.
- Both your code and password have been emailed to your Parade email account.
 - If you are unable to locate the email search for ‘noreply@selectmysubjects.com.au’
- Click directly on the link.

Parade College Web Preferences Access Guide For Subjects Timetabling

Student | a98 aaTest

Task Group	812	Student Code:	1
Year Level:	8	Roll Class:	88

The following steps outline how to enter your subject preferences online.

1 Internet Access	You will need a computer with an internet connection and a printer. We recommend using Google Chrome or Firefox.
2 Log In	<p>Click here to open Web Preferences</p> <p>Or Log In to https://www.selectmysubjects.com.au/student using:</p> <p>Student Access Code: <input type="text"/></p> <p>Password: <input type="password"/></p>
3 Home Page	<p>To view your subject information click "View Subject Details" at the top right of the screen.</p> <p>To select/change your preferences, click "Add New Preferences" at the top right of the screen.</p>
4 Preference Selection	<p>Select your subjects from the drop down lists, you have 30 minutes to do so.</p> <p>Once complete, click "Proceed".</p> <p>Note: You are not finished yet.</p>
5 Preference Confirmation	<p>If you are happy with your preferences click "Submit Valid Preferences" which will open your "Preference Receipt".</p> <p>Or if you would like to make changes to your preferences click "Cancel" and this will take you back to the Preference Selection page.</p>

- Click ‘**View Instructions and View Subject Details**’

12Bund aaTest Year 12 Bundoora

[View Instructions](#)

Initial Instructions for Year 12

Year 12 students select from the traditional VCE pathway to complete the final year of the VCE, resulting in the calculation of an ATAR.

+ Add New Preferences
View Subject Details
Log Out

- View Instructions on this page.
- A subject description may be found by clicking on the link ‘**click here**’ at the bottom of the page.
- Click ‘**proceed**’ or scroll down. You are now in the selection screen, which also provides instructions about how many choices to make in each of the boxes below. Scroll down to begin the process.
- Your 2025 available subjects are in some cases based on your 2024 choices
- When ready, click on ‘**Add New Preferences**’.

Bund aaTest – Year 12 Bundoora

+ Add New Preferences
Return to Home Page
View Subject Report

Log Out

Step 2 – Selecting your subject preferences

- Fill in all the required drop-down options (the below is an example for year 11 subject selection and may not look exactly how your web preferences form does)

Preference boxes that have a icon located to the right must have a valid subject selected from that box before you can submit your preferences.

Preference Group 1: English Choice

Preference 1:

Preference Group 2: Other Choices

Preference 2:

Preference 3:

Preference 4:

Preference 5:

Step 3 – Confirming your subject preferences.

- This summary screen will now show ONLY the choices that you made.

1 Preferences 2 Select Your Preferences **3 Submit Valid Preferences** 4 View/Print Results

Year 12 Bundoora

+ Submit Valid Preferences
- Cancel
🚪 Log Out

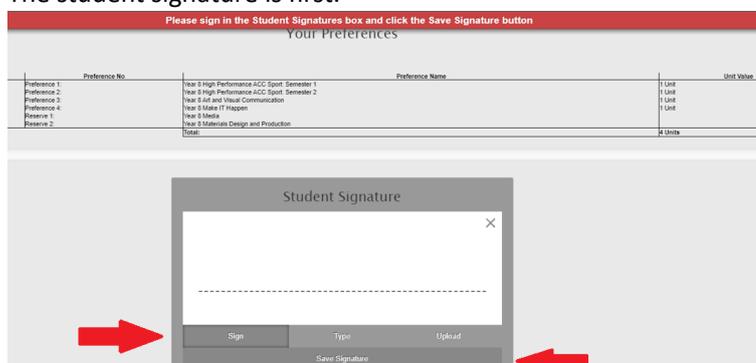
Your Preferences

Preference No	Preference Name	Unit Value	Issue Description
Preference 1:	VCE English Language Unit 3	1 Unit	
Preference 2:	VCE Further Mathematics Unit 3	1 Unit	
Preference 3:	VCE Food and Technology Unit 3	1 Unit	
Preference 4:	VCE Mathematical Methods Unit 3	1 Unit	
Preference 5:	VCE Religion & Society Unit 3	1 Unit	
Total:		5 Units	Unit Cut Off: 5 Units (Min) - 5 Units (Max)

- If you made any incorrect or invalid choices, a message in RED will show you why these choices were removed.
- It is best to then click on Cancel and fix the selection problems before proceeding.
- If everything looks okay, click on **Submit Valid Preferences**.

Step 4 – Signing your ‘Web Preferences Receipt’ with a student and parent/guardian digital signature.

- You will be asked to sign your document electronically. This is done through Web Preferences.
- Both a student and parent/guardian electronic signature will be required.
- The student signature is first.



- You will then be asked to enter the Parent/Guardian's email.



- The Parent/Guardian will then receive an email asking them to click the link to add their signature.

Web Preferences Parent/Guardian Signature Email

Student : New Student New Student

You have been requested to review and sign a preference receipt submission in the Web Preferences system.

You received this email because your email address (kerry.mulvogue@parade.vic.edu.au) was entered as a parent or guardian on Web Preferences.

1 Open Receipt	Click here to access the preference receipt for review or copy and paste the URL below into your browser. https://www.selectmysubjects.com.au/student/unsecure/pages/hashLogin.aspx?ParentToken=77C0F1F3-5B55-4509-98F3-76AAB270B0F0
2 Review	Review the submitted preferences on the receipt.
3 Sign	Sign in the Parent/Guardian Signature box and click "Save Signature"
4 Submit	Click "Submit Signature". To exit click "Log Out". End of steps

- The Parent/Guardian can review the subjects selected and to confirm the selection then adds their digital signature to the form.

Student Name: aTest Student
 School Name: Parade College
 Receipt Date:
 Number of Subjects/Units Selected: 4
 Submission No.: 1

Preference 1: **Subjects Selected**
 Preference 2:
 Preference 3:
 Preference 4:
 Reserve 1:
 Reserve 2:

I understand that these preferences are not confirmed until it is submitted to the college, signed by both the student and a parent / guardian.
 I acknowledge that all units are offered subject to student demand and availability of places, and that reserve preferences will be used where a subject becomes unavailable.
 Please submit this form by . Students who miss this deadline are less likely to receive their preferences.

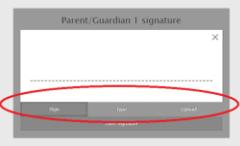
Student Signature
aTest Student

Parent/Guardian Signature request email sent: kerry.mulvogue@parade.vic.edu.au

Email requesting parent signature sent to the Parent/Guardian Email that appears here



- To add the parent signature, follow the same method as adding a student signature.



Parent/Guardian Signature request email sent:

- Both signatures should appear.

Student Signature
aTest Student

Parent/Guardian 1 signature
[Handwritten Signature]

Parent/Guardian Signature request email sent: 22/05/2021 09:22:29 - kerry.mulvogue@parade.vic.edu.au

- FINAL STEP:** Click "Submit Signature" to confirm

Please note: It is important to note that there is no advantage in submitting your web preferences completed early, it will not increase your chances. Everyone's preferences will be considered together equally, so long as you've completed it online by the due date.



PARADE COLLEGE