



ONLINE SUBJECT SELECTION PROCESS

Selecting subjects for 2027 will take place using the **Web Preferences Portal**. Students will be sent an email to their school email address with a direct link to the Web Preferences Portal.

STUDENTS MUST ENSURE THEY CAN LOG IN TO THEIR SCHOOL EMAIL PRIOR TO THE SELECTION PROCESS

Please see the staff in T6 if you are having issues accessing your school account or if you have forgotten your password.

The link provided in the email generated through Web Preferences is your unique access to the Web Preference Portal.

The Web Preferences Portal will be available online from Friday 14 August.

Final selections will need to be made by Friday 28 August, when the portal closes.

Web Preferences Access Guide

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

1 Internet Access	You will need a computer or device with an internet connection and a printer. We recommend using Google Chrome or Firefox.
2 Log In	Open your school email and click on the link to open your Web Preferences Portal.
3 Home Page	To view your subject information click "View Subject Details" at the top right of the screen. To select/change your preferences, click "Add New Preferences" at the top right of the screen.
4 Preference Selection	Select your subjects from the drop-down lists; you have 30 minutes to do so. Once complete, click "Proceed". Note: You are not finished yet.
5 Preference Validation	If you are happy with your preferences, click "Submit Valid Preferences" which will open your "Preference Receipt". Or, if you would like to make changes to your preferences, click "Cancel" and this will take you back to the Preference Selection page.
6 Preference Receipt	You can print your "Preference Receipt" by clicking "Open Print View" and clicking "Print Receipt". To continue, click "Return to Home Page". If you want to change your preferences, repeat the process by clicking "Add New Preferences", otherwise exit by clicking "Log Out". End of steps.

