Below are the instructions for the subject selection process for Year 9 students in 2020.

Your choice will have a significant impact on structuring Option Choices for the whole school. So, please give a considerable amount of thought before choosing your Optional Subjects.

The portal is open for the initial selection **from midday Friday 20th September** and remains open until midday **on Thursday 26th September 2019**.

YEAR 9 – THERE ARE EIGHTEEN SUBJECTS AT YEAR 9

You will **automatically be entered** for **ENGLISH, THEOLOGY & PHILOSOPHY, SCIENCE, MATHEMATICS, HUMANITIES, LEADERSHIP, PE, HEALTH, MUSIC, MAORI, CODING, SPORTS SCIENCE, ART, DVC, HARD MATERIALS AND FOOD TECHNOLOGY** so please **CHOOSE THREE OPTIONS** as per the instructions below **OUT OF WHICH TWO OF THOSE OPTIONS WILL BE GIVEN TO YOU BASED ON THE AVAILABILITY OF THOSE OPTIONS.**

- Log into our Web portal and click "Course Selection."
- To choose your **FIRST CHOICE Optional Subject**: Select a subject listed in under the **COURSE column** and click on the rectangle in the row next to it under **Column 1**. It will then appear as green with a tick.
- To choose your **SECOND CHOICE Optional Subject**: Select another subject listed in the **COURSE column** and click on the rectangle next to it under **Column 2**. It will then appear as green with a tick.
- Follow the same procedure to choose your third option. You will see all the tabs of your three options in green with a tick. The **CHOICE NUMBERS do matter**, we will try to accommodate your options as per the order of your preference. For example, below, **LATIN** is chosen as **FIRST CHOICE**, **FRENCH** is chosen as **SECOND CHOICE** and **CHINESE** is chosen as **THIRD CHOICE**, **FIRST CHOICE** has more weighting than the **SECOND CHOICE** and your **SECOND CHOICE** has more weighting than the **THIRD CHOICE.**
- When you have selected the three options, click '**SAVE**' at the bottom of the page and confirm selection.

PORTAL SCREENSHOT EXAMPLE of first three subjects selected:

This process is **NOT** first in, first served; you are asked to take time to discuss and explore the options before making your choices.