



Web Preferences Access Guide

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	Log in to www.selectmysubjects.com.au/student using: Please enter your code CA _____ Password: Please enter your password
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 preference click " Submit Valid Preferences " which will open your " Preference Receipt ". Or if you would like to make changes to your preference 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.

If you have any issues please email – courses@crcsydenham.net