



Your Guide to My Learning Journey

This booklet has everything you need to know about selecting your subjects for 2027.

Account Access	1
Timeline	1
Finalising Your Choices	1
Signing Off Your Choices	2
Subject Selection Changes Post-Closure	2
FAQs	3

**EXPLORE THE
POSSIBILITIES**

All students will receive personalised login credentials sent automatically from the system directly to their Sacred Heart email address.

Sender Email: noreply@selectmysubjects.com.au

(Note: This is an unmonitored inbox. Do not reply to this email).

Can't find your personalised login credentials?

Contact the Subject Co-ordinator immediately via email – mlisubjects@shcgeelong.catholic.edu.au.

Login Details Distribution Schedule

Login Details and System Access are dispatched in phases to each Year Level.

Year Level	Login Details Emailed	System Access Granted
Year 7 going into Year 8	Friday 17 July	Tuesday 21 July
Year 8 going into Year 9	Monday 20 July	Thursday 23 July
Year 9 going into Year going into Year10	Thursday 23 July	Monday 27 July
Year 10 going into Year 11	Friday 24 July	Tuesday 28 July
Year 11 going into Year 12	Thursday 16 July	Monday 20 July

Once students have entered all of their subject choices into the system, the subject selection screen will look like this image below.

Submit Valid Preferences

Cancel

Log Out

Your Preferences

Preference No.	Preference Name	Unit Value
Preference 1	MPHY General English Semester 1	1 Unit
Preference 2	MPHY General English Semester 2	1 Unit
Preference 3	MPHY Foundation Mathematics Semester 1	1 Unit
Preference 4	MPHY Foundation Mathematics Semester 2	1 Unit
Preference 5	MPHY Physics	1 Unit
Preference 6	MPHY 4: Waves	1 Unit
Preference 7	MPHY 4: Digital Technology	1 Unit
Preference 8	MPHY CMA Development	1 Unit
Preference 9	MPHY 4: Instrumental Science	1 Unit
Preference 10	MPHY 4: Geography Lecture 1 to the Planet	1 Unit
Preference 11	MPHY DE: Equiv Act 51	1 Unit
Preference 12	MPHY DE: Survival Circuit 52	1 Unit
Preference 13	MPHY DE: All Plus Semester 1	1 Unit
Preference 14	MPHY DE: All Plus Semester 2	1 Unit
Preference 1	MPHY Sport Science	1 Unit
Preference 2	MPHY Fashion: Design and Innovation	
Preference 3	MPHY Systems Engineering	
Preference 4	MPHY DE: Issues And Ethics 51	
Preference 5	MPHY DE: Welfare Of People 52	
	Total	14 Units

Student Text Entry Answers

Questions	Response
Ques 1 (1 mark) all in three digit box? If so, which 3 digits preceded with a number of unit? preceded with a number of unit? zero digit box. Ques 2 (1 mark) If you are unsure about the process.	

Made a mistake?

Don't worry! Press CANCEL to go back to the selection screen and amend your choices.

Press PROCEED when you are finished to refresh your list of subjects.

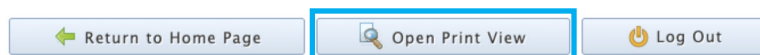
IMPORTANT: Your choices are NOT logged or saved unless you press the green SUBMIT VALID PREFERENCE button to lock them in!

Signing Off Your Choices

Once students have successfully submitted their preferences, they must print their preferences and obtain family approval.

How to print your preferences:

1. After successfully submitting your valid preferences a final summary page will open.
2. At the top of the summary page click OPEN PRINT PREVIEW.



3. A new window will open allowing you to DOWNLOAD TO PDF or PRINT RECEIPT.
It is important students provide this printed copy of subjects to families for approval.
(Note: If you need a copy of your subjects please email – mljsubjects@shcgeelong.catholic.edu.au).

How to families approve subject choices?

Families will receive a Compass Event to approve student subject selections.

If families do not approve of the subjects selected, families can consult with our My Learning Journey Co-ordinator.

Please email Stacey Carmichael – scarmichael@shcgeelong.catholic.edu.au.

Subject Selection Changes Post-Closure

Once the system closes, our team begins building the timetable and calculating classes. Students should keep a close eye on their emails for updates.

If you need to change a subject after the deadline, please follow the timeline below:

Date	Task
Term Three Wednesday 5 August to Wednesday 12 August	Students are able to request a swap in subjects. Families must email mljsubjects@shcgeelong.catholic.edu.au with the change request
Term Three Thursday 13 August and later	No changes can be made until later in Term Four.

(Note: will open the Parent Portal for students to request a swap with parent approval).

Frequently Asked Questions

System Performance Issues

When the platform opens for an entire year level, heavy web traffic can cause brief slowness or a system lag.

If the clock is updating, your request is still processing. If it freezes completely, close your browser window and try login in a little later.

Web Preferences Student Portal



Please be patient – this may take a while.

The time on our server is 10:56:35 EST.

If the clock is updating your request is being processed.

Troubleshooting Errors

If the PROCEED button is not turning green, the system has detected an error in your entry. Look at the RED ERROR BOX at the very top of your screen.

Fix the specific rule conflict shown and check you have responded to any required questions.

The PROCEED button will turn green as soon as it is fixed.



The subject MYP4 Physics (1 Unit) was selected more than once



Troubleshooting Errors

If this error message appears when you click the PROCEED button, this means your subject combinations do not follow core enrollment rules.

Usually this means you have not selected the identical stream across Semester One and Two. Press CANCEL, amend the error and press PROCEED again.

YOU CANNOT CONTINUE UNTIL YOU MEET THE FOLLOWING RULES:

Co-Requisite Rule/s

If selecting MYP4 General English Semester 1 you must also select MYP4 General English Semester 2 as a preference
Streams within subject areas are whole year sequenced

If selecting MYP4 Extended English Semester 2 you must also select MYP4 Extended English Semester 1 as a preference
Streams within subject areas are whole year sequenced

Why am I receiving emails from noreply@selectmysubjects?

If you are still receiving automated email reminders, it means you did not complete the final submission step.

Log in and re-enter your preferences, ensure you advance all the way through until you press the green SUBMIT VALID PREFERENCE button.

+ Submit Valid Preferences