

**SANCTA MARIA COLLEGE**  
**Option Choices**  
**Year 10 (2019)**



This year, all 2019 option choices will be submitted online through the Student Portal accessed through our website. Please complete your option choice by: Wednesday 17 October 2018

Online Process

1. Go to the College website [www.sanctamaria.school.nz](http://www.sanctamaria.school.nz)
2. Scroll down the menu on the right hand side to 'Quick Links'
3. Click on 'Parent Portal'
4. A login box will now ask for your username and a password. Once logged in, you will arrive at your learner page. Down the left hand column, click on 'Course Selection'. This will let you now choose your 2019 subjects.
5. For Year 10 students, Religious Education, English, Mathematics, Science, Social Sciences, Physical Education and Health are compulsory subjects. You will choose six subjects in preferred order but will study four of these in 2019.
6. For each option choice, scroll through the list of available subjects and click on your choice.
7. Once you have completed your option choices, then please click 'SAVE'. It will not save if you do not complete all 6 choice boxes.
8. If you have any concerns or issues around your choice of subjects for 2019, please see Mrs Judd or Mrs Rogers (HOD Careers) as soon as possible.
9. If you will not be at Sancta Maria College next year or there is a possibility that you might not be returning in 2019, please see Mrs Fisher to signal your intentions.
10. If you change your mind about an option choice for next year, you will be able to log on again and make changes during this initial online process. It is important to press SAVE again, if you make changes.
11. There will be a different process for a late change of an option subject involving discussions with yourself, parents, key staff, Mrs Rogers (Head of Careers and Transition) and Mrs Heffernan (Deputy Principal).