



"Honour Above Honours"

Biloela State High School

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Subject:	Year 10 into 11 Subject Selection instructions
Due Date:	Hand in after your SET Plan interview (by Monday 7 th September at the latest)

OneSchool – How to enter Subjects Electronically

Subject selection online data entry – Student information

Step 1: Click on **My Education Plan**

Step 2: Click on **Subject Selection** tab

Step 3: Choose the **Subject Selection Model**

Step 4: Click on **Edit** to select your subjects

Step 5: Read the instructions and select subjects

Step 6: Once finished, click on **Return to Subject Selections**

Step 7: Go to **Available Reports/Letters** and choose **Subject Selection**

Step 8: **Save** and **Print** a copy

Step 9: **Circle** your intended pathway as “ATAR eligible” or “Not ATAR eligible”.

Step 10: **Sign** next to Student signature and get your Parent to sign next to Parent signature.

Step 11: **Submit** your signed printed copy to the front office.

Interviews are occurring on Tuesday 25th August.

Subject Selections must be completed on OneSchool by Monday 7th September.

Please contact Mr Hall or Ms Roach if you have any concerns.