Parade College,

Subject Selection - Using Web Preferences

2026

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This document is designed to assist in using Web Preferences to select and submit your subject preferences. You can skip to a certain section by clicking items in this interactive menu. If you wish to return to the homepage at any time click the 'Return to menu' link at the bottom of each page .This guide contains the following sections:

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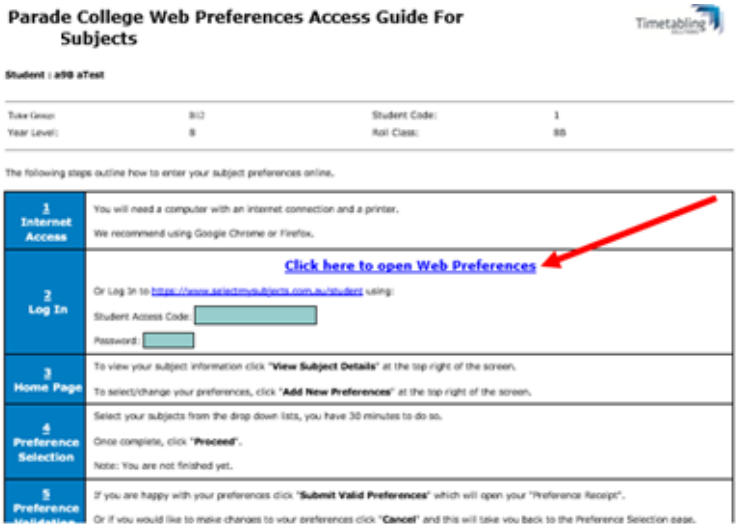
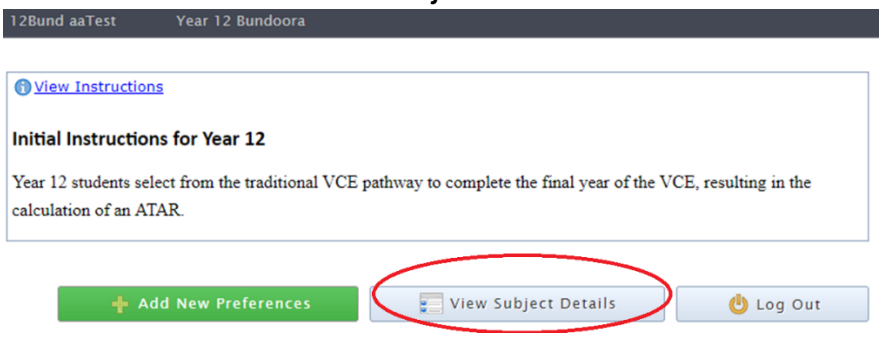
Step 1 – Logging onto Web Preferences

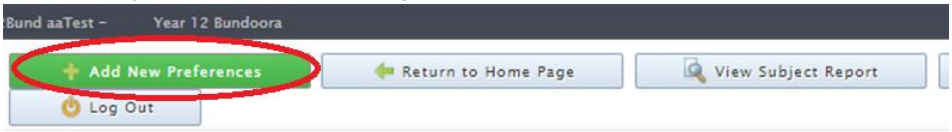
- Check your **Parade student email account** after Friday 1st August for the 'Web Preferences Access Guide for 2026 Subjects'.
- Both your code and password have been emailed to your Parade email account.
    - If you are unable to locate the email search for 'noreply@selectmysubjects.com.au'
- Click directly on the link.



- Click '***View Instructions and View Subject Details***'



- View Instructions on this page.
- A subject description may be found by clicking on the link '***click here***' at the bottom of the page.
- Click '**proceed**' or scroll down. You are now in the selection screen, which also provides instructions about how many choices to make in each of the boxes below. Scroll down to begin the process.
- Your 2026 available subjects are in some cases based on your 2025 choices
- When ready, click on '***Add New Preferences***'.



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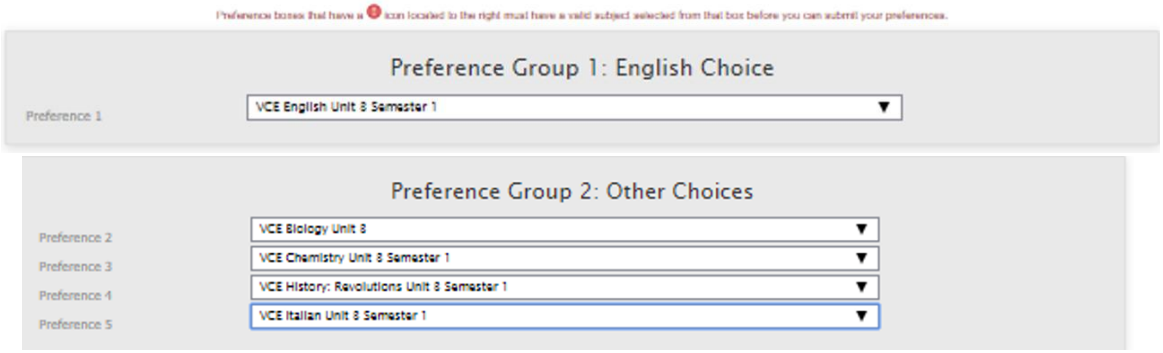
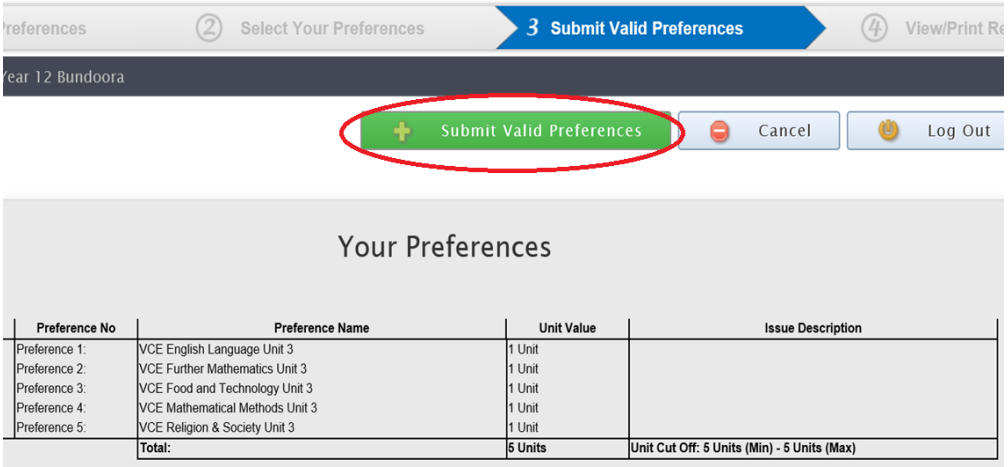
Step 2 – Selecting your subject preferences

- Fill in all the required drop-down options (the below is an example for year 11 subject selection and may not look exactly how your web preferences form does)



Step 3 – Confirming your subject preferences.

- This summary screen will now show ONLY the choices that you made.



- If you made any incorrect or invalid choices, a message in RED will show you why these choices were removed.
- It is best to then click on Cancel and fix the selection problems before proceeding.
- If everything looks okay, click on **Submit Valid Preferences**.

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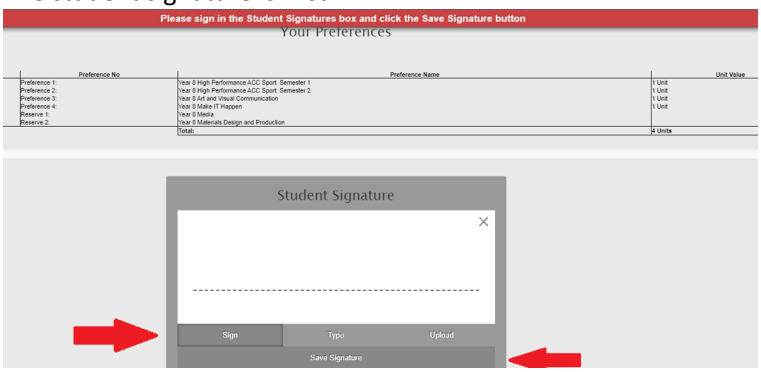
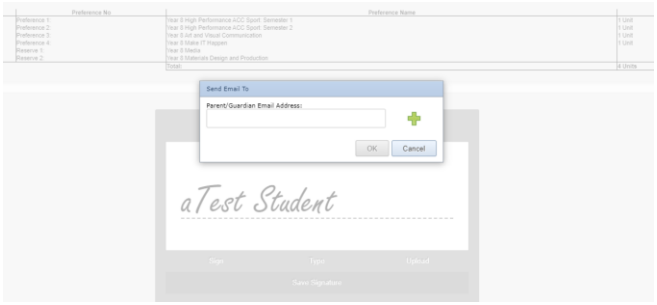
Step 4 – Signing your ‘Web Preferences Receipt’ with a student and parent/guardian digital signature.

- You will be asked to sign your document electronically. This is done through Web Preferences.
- Both a student and parent/guardian electronic signature will be required.
- The student signature is first.



- You will then be asked to enter the Parent/Guardian’s email.



- The Parent/Guardian will then receive an email asking them to click the link to add their signature.

Web Preferences Parent/Guardian Signature Email

Student : New Student New Student

You have been requested to review and sign a preference receipt submission in the Web Preferences system.

You received this email because your email address (kerry.mulvogue@parade.vic.edu.au) was entered as a parent or guardian on Web Preferences.

1 Open Receipt	Click here to access the preference receipt for review or copy and paste the URL below into your browser. https://www.selectmysubjects.com.au/student/UnsecuredPages/HashLogin.aspx?ParentToken=77C0F1F3-5B55-4509-98F3-76AAB270B0F0
2 Review	Review the submitted preferences on the receipt.
3 Sign	Sign in the Parent/Guardian Signature box and click **"Save Signature"**
4 Submit	Click **"Submit Signature"**. To exit click **"Log Out"**. End of steps

- The Parent/Guardian can review the subjects selected and to confirm the selection then adds their digital signature to the form.

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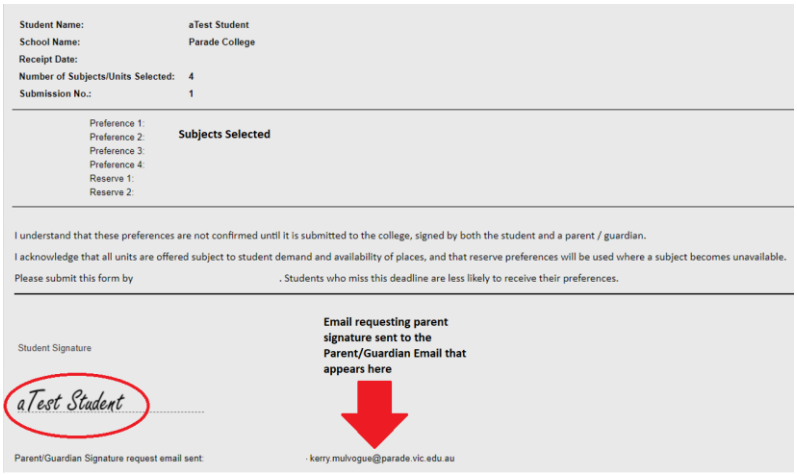

- To add the parent signature, follow the same method as adding a student signature.

- Both signatures should appear.

- **FINAL STEP:** Click “Submit Signature” to confirm

Please note: It is important to note that there is no advantage in submitting your web preferences completed early, it will not increase your chances. Everyone’s preferences will be considered together equally, so long as you’ve completed it online by the due date.

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