



## SUBJECT SELECTION GUIDE FOR STUDENTS PROCEEDING TO YEAR 12 in 2020

### WESTMINSTER SCHOOL STUDENTS

Subject selection will be completed online at [www.selectmysubjects.com.au](http://www.selectmysubjects.com.au)

#### Steps to follow:

- Step 1** Consider career options, performance, level of enjoyment and discuss with parents, Careers Counsellor, Curriculum Leaders (teachers), Heads of House and any other source.
- Step 2** View the Year 12 Curriculum Booklet available online at [www.westminster.sa.edu.au](http://www.westminster.sa.edu.au)  
Enter the site > Click on the Menu tab  
Select Community > Parents > Senior School > Curriculum Information  
Click on '2020 Year 12 - Curriculum Booklet'
- Step 3** Select your subjects on the Subject Selection Planner (which is to be used for your purposes only, and does not need to be handed in)
- Step 4** Discuss selections with your Curriculum Leader for each subject you have chosen. You **must** obtain a signature on the **Approval Form** from your current teacher or from the curriculum leader for the subject for each subject you intend to study. The **Subject Approval Form** can be found alongside the other documents on the web site or a copy can be obtained from the Senior School Office.
- Step 5** Discuss your selections with your Head of House and/or the Director of Learning
- Step 6** Discuss your selections with your Parents and gain their required signatures
- Step 7** Complete the online subject selection process – a Web Preference Access Guide and Code will be issued to you. **It is anticipated that the Online Subject Selection will open on Monday 5 August 2019 and close on Friday 16 August 2019.** The online form/receipt must be printed and signed by yourself and your parents. **The completed Online Subject Selection form must be returned to the Senior School Office by the end of Friday 16 August 2019, prior to Step 7 and the signed Approval Form must be attached.** Students who do not meet this deadline may find restrictions imposed on their subject selections.
- Step 8** Attend an interview during Week 5 with Careers Counsellor, Head of House and Director of Learning to discuss your choices. **You will be notified of the time of your interview by your Head of House.**

### STUDENTS NEW TO WESTMINSTER

If you have been sent a Web Preference Access Guide and Code, then please follow the steps above (as this means that you have enrolled prior to the Web Preferences being put online).

If you have not been sent a Web Preference Access Guide and Code, then please follow the steps below as a New Student to Westminster.

- Step 1** Consider career options, performance, and level of enjoyment and discuss with parents, Careers Counsellor, Heads of Faculty, teachers, Heads of House and any other source at your current school.
- Step 2** View the Year 12 Curriculum Booklet available online at [www.westminster.sa.edu.au](http://www.westminster.sa.edu.au)  
Enter the site > Click on the Menu tab  
Select Community > Parents > Senior School > Curriculum Information  
Click on '2020 Year 12 - Curriculum Booklet'
- Step 3** If necessary, contact our Director of Learning, Andrea Sherwood to discuss your selections
- Step 4** Select your subjects on the Subject Selection Planner provided with your information
- Step 5** Discuss your selections with your Parents



**Step 6 Please return the Subject Selection Planner, including signatures of Student and Parent/Carer, to the Westminster Senior School Office by Friday 16 August 2019 or as soon as possible if that date has already passed.**

When selecting options for Year 12 you will be required to select some **additional electives** (in order of preference) as reserves. When designing the subject lines for the timetable we will attempt to assign students to classes so as to accommodate their highest preferences first but it may be necessary to reserve preferences.

**THE CUT OFF DATE TO CHANGE SUBJECTS IS THE END OF WEEK 2 OF EACH SEMESTER**

The provision of all courses depends upon the pattern of student subject selection and the availability of teachers and other resources.

Unfortunately, it is not always possible to accommodate the total number of different subject combinations in a timetable. Every year a small number of students may have to reassess their selections.

Similarly, when initial subject selections have been made and final decisions have been reached about which subjects will be scheduled, a subject may be withdrawn from being offered and it may be necessary to revise their choices. We will, however, do everything possible to accommodate the subject choices of each student.

**PARENTS OF A STUDENT WHO IS NOT RETURNING TO WESTMINSTER SCHOOL ARE REMINDED TO INFORM THE PRINCIPAL, IN WRITING, AS SOON AS POSSIBLE, THAT THE STUDENT WILL BE LEAVING AT THE END OF 2017.**

**SUBJECT SELECTION CALENDAR**

**YEARS 11 AND 12 STUDENTS IN 2020**

There are many opportunities available to students at Westminster School for assistance in planning their future directions and choosing appropriate subjects on the way to achieving their goals.

This year the following Term 3 dates are important in the decision-making process.

Week 1	Monday 22 July 2019	2020 Year 11 and 12 Curriculum Information Night
Week 3-4	Monday 5 August – Friday 16 August 2019	Subject Selections to be completed online using Web Preferences
Week 5	Monday 19 August – Friday 23 August 2019	Year 12 Students in 2020 Interviews
Week 6	Monday 26 August – Friday 30 August 2019	Year 11 Students in 2020 Interviews

**NOTE: Some interviews may have to be held after school to ensure they are completed by the end of term.**

Students will be allocated to subjects based upon the priority given to them in their selections and their aptitude for the course of study. If all of these factors are equal then the date on which the Online Subject Selection Form is submitted may be used to allocate students to a course that is 'oversubscribed'. Students with late returns will not necessarily have all subject selections available to them.