Help Sheet – How to login in Subject Selection Online (SSO) for the first time.

Please follow these steps carefully before you phone Administration requesting help.
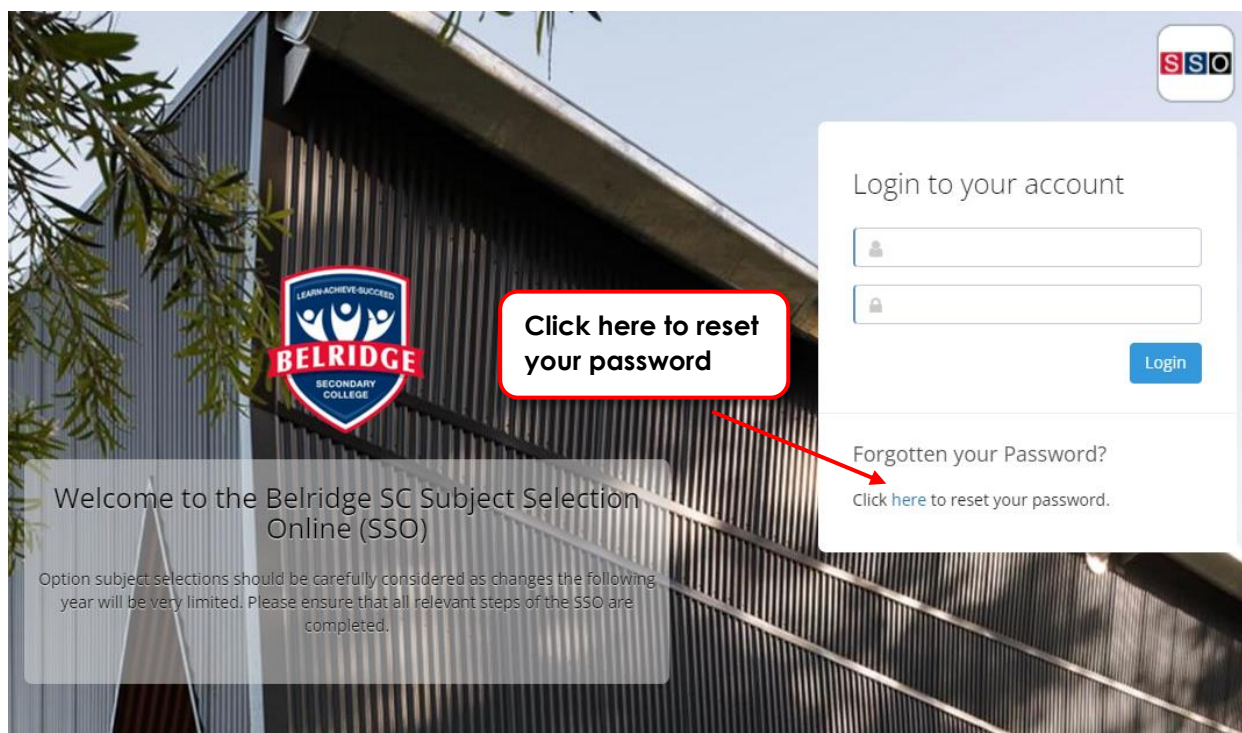
1. Go to the SSO login page:

https://client.subjectselectiononline.com.au/?school=rqqq2

You can also locate the SSO login via the Belridge SC website – selecting Curriculum / Course Selection Process Year 9 to 12 and clicking on the SSO link.

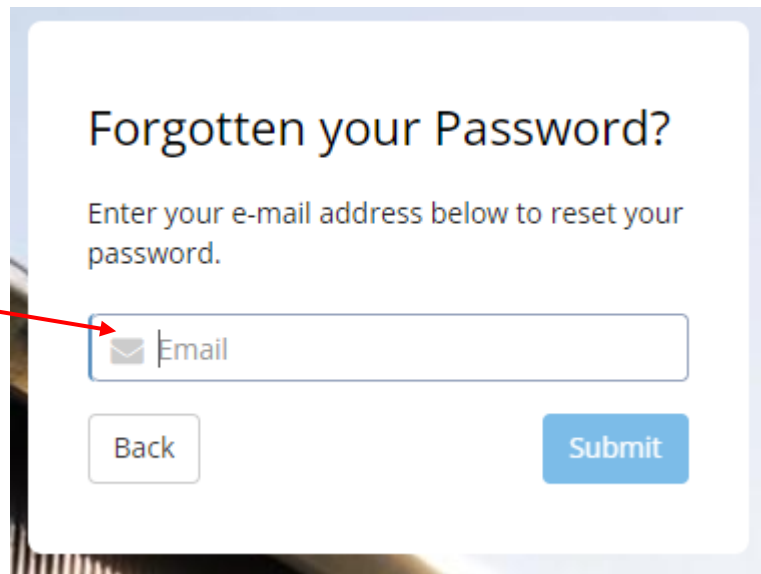Follow the prompt to **RESET** your password.

Login to your account

Click here to reset your password

Login

Forgotten your Password?

Click here to reset your password.

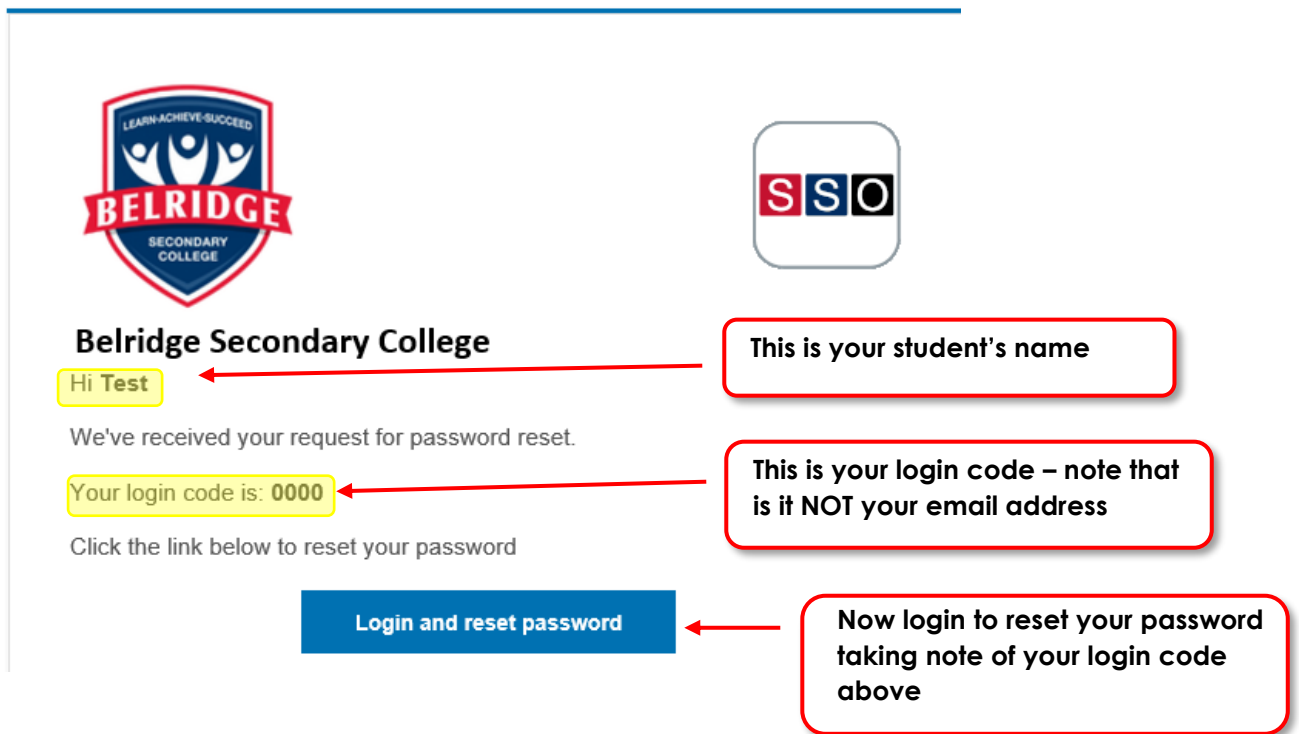Welcome to the Belridge SC Subject Selection Online (SSO)

Option subject selections should be carefully considered as changes the following year will be very limited. Please ensure that all relevant steps of the SSO are completed.

2. When prompted you need to enter the PG1 (parent/guardian 1) email address linked to your student's information.

Enter your email (PG1) to request a password reset

Forgotten your Password?

Enter your e-mail address below to reset your password.

[✉ Email]

Back   Submit

3. An email will be sent to the email address that was entered, if it has been entered correctly. Allow a few minutes for this to arrive and check your junk folder if you cannot find it. Write down the login code (a 4-digit number – see below example) as this is what you will use to login to SSO allowing you to set your own password.

Belridge Secondary College

Hi **Test**

We've received your request for password reset.

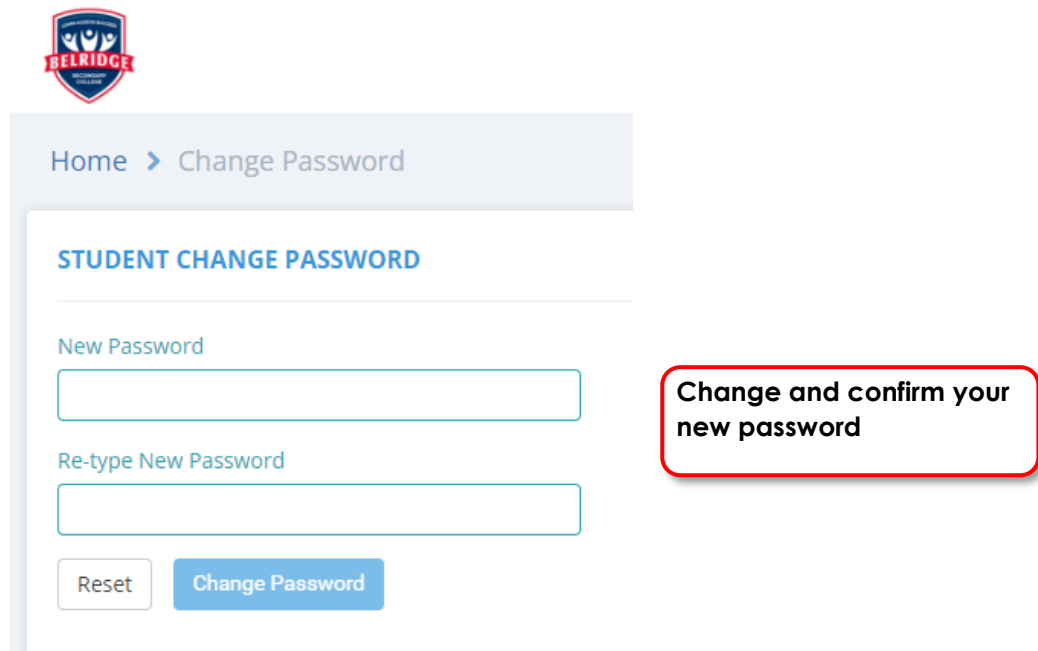Your login code is: **0000**

Click the link below to reset your password

Login and reset password

This is your student's name

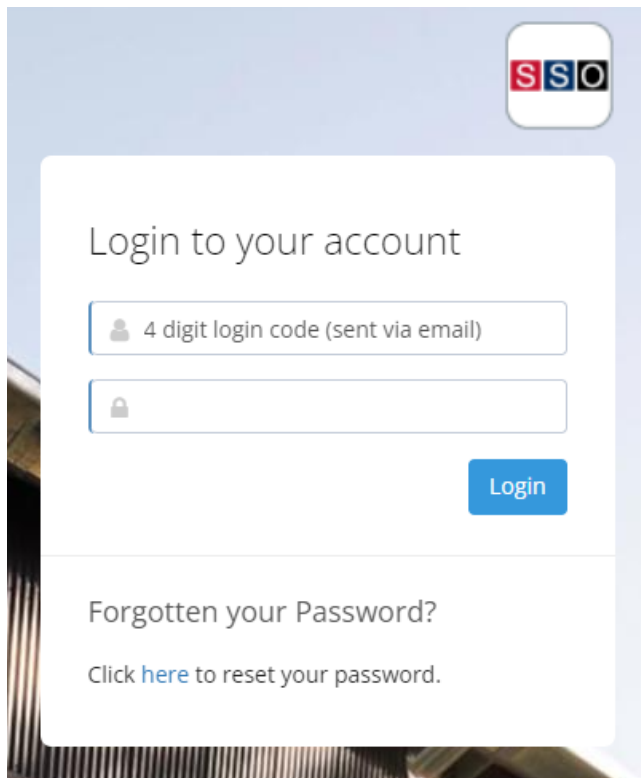**This is your login code – note that is it NOT your email address**

Now login to reset your password taking note of your login code above

4. You will now be prompted (see below) to set your new password.

Change and confirm your new password

5. You can now login into your SSO account using your student number and new password.

6. You will now have access to the SSO. Follow the prompts to select your option courses for 2024.

If you are still having problems, please contact Administration.

Carlos Notarpietro
Associate Principal

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