

## Help Sheet – How to login in Subject Selection Online (SSO).

Please follow these steps carefully before you phone Administration requesting help

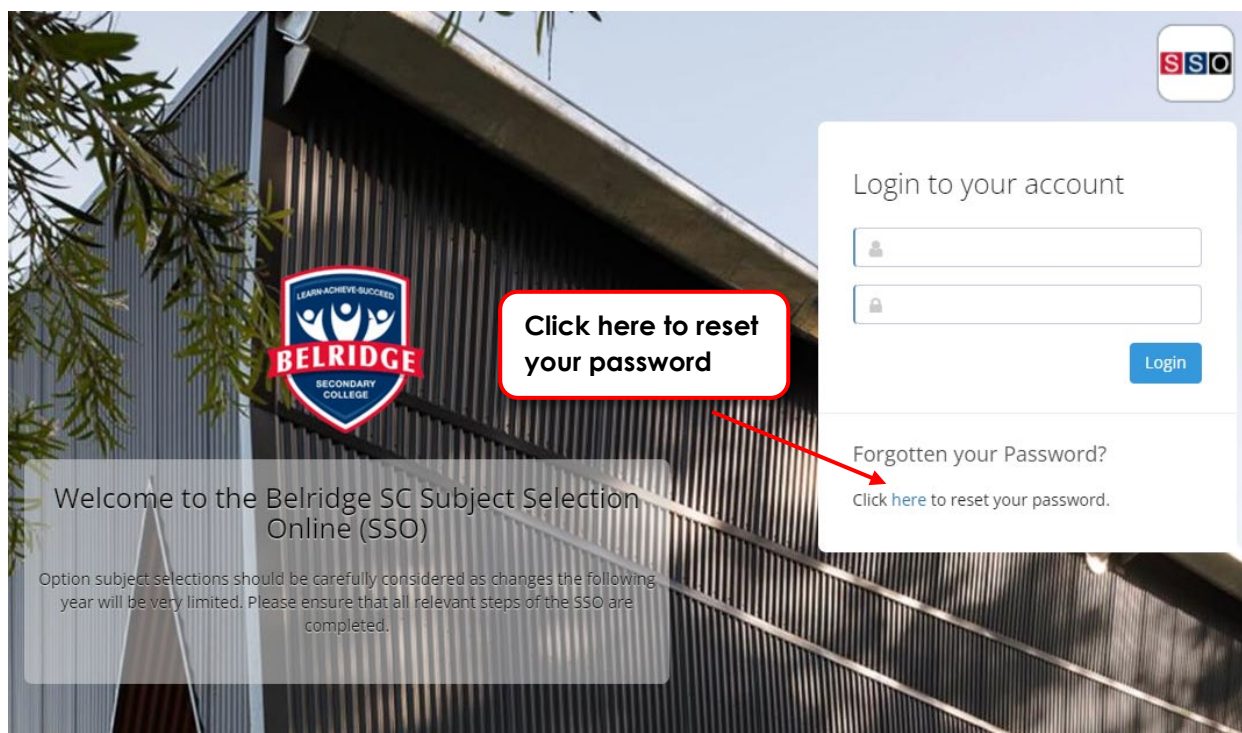
1. Go to the SSO login page:

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

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

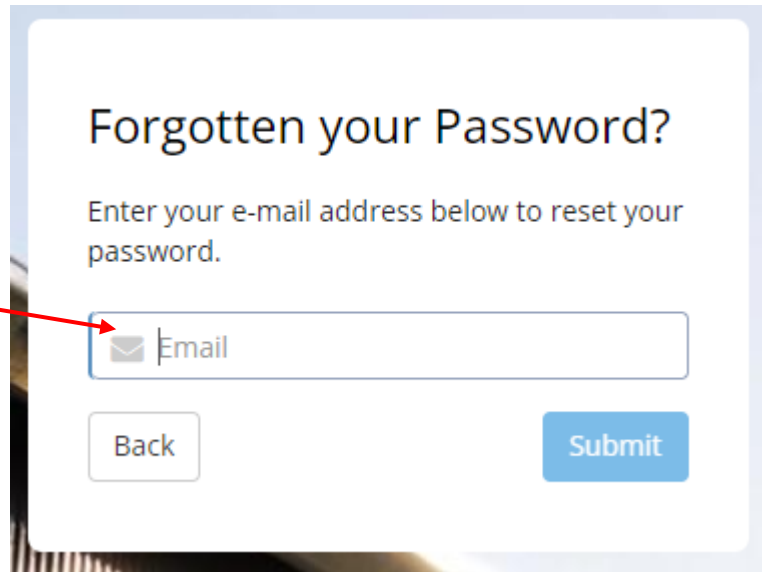


Follow the prompt to **RESET** your password.

A screenshot of the Belridge Secondary College Subject Selection Online (SSO) login page. The page features a background image of a school building with the Belridge logo. A white login form is overlaid on the right side. The form has a title "Login to your account", two input fields for username and password, and a "Login" button. Below the form, there is a link for "Forgotten your Password?" with the text "Click here to reset your password." A red callout box with a white background and a red border contains the text "Click here to reset your password" with a red arrow pointing to the "Click here" link. A semi-transparent grey box at the bottom left contains the text: "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 and click Submit.

Enter your email (PG1) to request a password reset



**Forgotten your Password?**

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

[Back](#) [Submit](#)

Please note at that at this stage if you have multiple children at the College, you will be asked to confirm which child you wish to reset the PIN for. Click on the relevant child and click Submit (see example below).

### Forgotten your Password?

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

We have noticed that there are multiple students with the same email address ([myemail@gmail.com](#)) for SSO. Below are the students that are linked to this email address. Please click the button for the appropriate student, to reset the required PIN.

Login: **12TestATAR**  
**12 ATAR Test**

Login: **12Test**  
**12 Test Non ATAR**

[Back](#) [Submit](#)

- 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. The email will contain a login code (a 4-digit number – see below example), please make a note of this as you will use it to login in 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

- Click on Login and reset password.
- You will now be prompted (see below) to set your new password. Type in your password twice and click Change Password.

Home > Change Password

**STUDENT CHANGE PASSWORD**

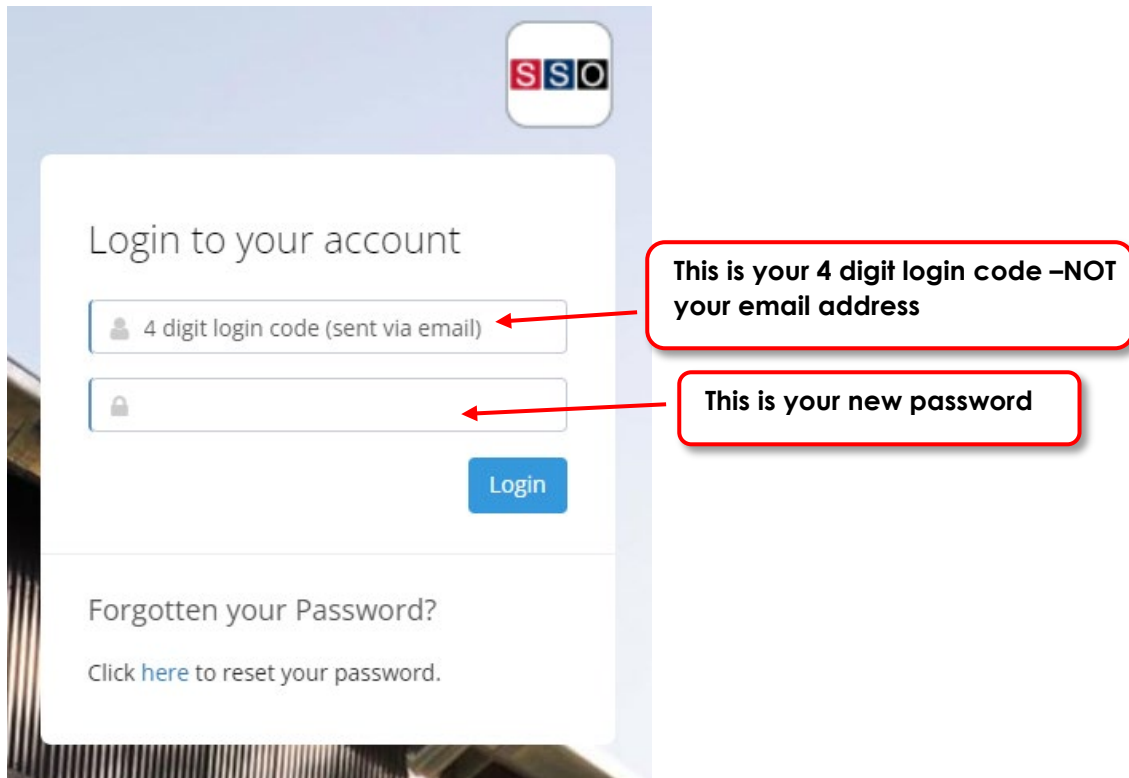
New Password

Re-type New Password

Reset Change Password

Change and confirm your new password

6. Refresh your screen and return to the SSO home page and log into your SSO account using your student number and new password.



7. Follow the prompts to select your option courses for 2025.

If you are still having problems, please contact Administration.

Louis Cheeseman  
Deputy Principal

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