


myBlueprint - Selecting Courses: Grade 8 Going into Grade 9

- Go to stmary.cdcsb.ca > Students > Launchpad Learning Portal Log In link. This will open a log in screen.
- Log in with your school email and password.
Ex: 123456789@dclive.ca
- Click on the **myBlueprint** icon. 
- To view a video demonstration on how to select your courses copy the link below into your browser or view the student video directly from your myBlueprint account.
<https://myblueprint.ca/support/videos/course-selection/4DWTLIEMhGmo4wlqQasS6g>
- Once you've clicked on the **myBlueprint** icon, you must click on the green School Account Log in button
- To enter your course selection for next year, select **High School** from the list of options on the left side of the screen.
- Your next school year will be highlighted. You can change your selections as many times as you like until you select the Submit button.
- To select a compulsory course, click on **subject (English, Math, etc)** in the course box. All of the course options for that subject will appear. If you click on the course name, the course description will appear. To select the course, click on the **Add Course** button. You will then return to the High School Plan Grid. You may also consider narrowing your search by selecting the Grade in the Filter section (ie., Grade 9) and only the courses in that subject and grade will appear.
- In Grade 9, the following 7 courses are compulsory: **Religion**, English, Math, Science, **Geography**, and **French**. *French Immersion students are required to take the courses in **bold** in French. The 6th digit in the code is F. **Students in French Immersion must choose FIF1DF.** We strongly recommend that students in **French Immersion also choose Phys Ed in French in Grade 9.***
- Continue to add until you have selected all your compulsory courses.
- When selecting **Phys. Ed**, please pay attention to the 6th character in the course code:
 - F = female (French Immersion)
 - G = male (French Immersion)
 - 3 = female
 - 4 = male
 - *PAI103 = female personal fitness/pilates
- If you choose a course in error, click on the right side of the course and select **Edit, Change** or **Delete**.

To choose an **elective course** click on **Course** located within the course box.

- In Grade 9, students will select **2** elective courses,
- Once you select "Course" the Grade 9 Electives will automatically pop up.
- Options include the **Arts, Technology, Phys Ed**
- If you choose a course in error, click on the right side of the course and select **Edit, Change** or **Delete**

All students must ALSO select one **alternate course**. In order to successfully choose your alternate course, you will need to go to the **Filters** section and select **Discipline** and then choose "Grade 9 Electives".

PLEASE NOTE* In case an elective course does not fit in your schedule for next year, **your alternate course will be used without notice.**

- If you've decided to take a **Reach Ahead** course, please indicate in this in the "Notes" section prior to submitting your courses. Please indicate the following:
 - Which course you are taking in Summer School
 - Which course you are adding instead (if applicable)Then, if necessary, please go ahead and make the change in your planner, ie., if you choose to take CGC1D1 in summer school, choose the box that is labelled CGC1D1 and find another elective to take in place of this course (go to Filter, under Discipline → Grade 9 Electives).
- A **Blue Box** indicates an Advisor note. Holding the mouse over the blue symbol will allow the note to appear. A **Red Box** indicates that there's a course restriction. Holding the mouse over the red symbol will allow the restriction to appear.
- Once all courses and alternatives have been selected, click **Review Course Selections** button. Check to ensure that you have the proper pre-requisites and have met the recommended grade for certain courses.
- Review your course selections and add any notes! If you are satisfied with your choices, click **Submit Course Selections** button.
- Once you've submitted your courses, you must send your parent/guardian an email so that they can electronically approve your selections. Click **Send Approval Email** and follow the prompts.
- Print a copy of your Course Selection form to be submitted to your Grade 8 teacher. To print a copy, click **Printer icon** button.
- Please ensure that you have read the policy regarding Course Options Changes. There will be NO discretionary changes.
- Once this course sign-off sheet is approved by your parent, it will be considered successfully submitted. **The course selection form with parent approval must be completed by Friday February 16, 2024 with the Student Activity Fees* of \$75.00 paid only through School Cash Online.**

***Student Activity Fees** are used to defray the cost of:

- Yearbooks
- Student Retreats
- Clubs
- Honorariums for guest speakers
- School Council Activities
- Dudley Lock

