

This step-by-step guide will help you complete online course selection using the myBlueprint website.

## EXISTING USER?

1. Visit [www.myblueprint.ca/stclair](http://www.myblueprint.ca/stclair)
2. Click **Log In** at the top right
3. Enter your email and password, click **Login**



## NEW USER?

1. Visit [www.myblueprint.ca/stclair](http://www.myblueprint.ca/stclair)
2. Select **St. Patrick's Catholic** from the drop down list and click **Create Account**
3. Select **Student** and **your grade**, then click **Continue**
4. Enter your **Ontario Education Number** and **Date of Birth**, click **Continue**
5. Fill out the sign up form and click **Create Account**



### Welcome

Sign up to access myBlueprint and start planning your future today.

School

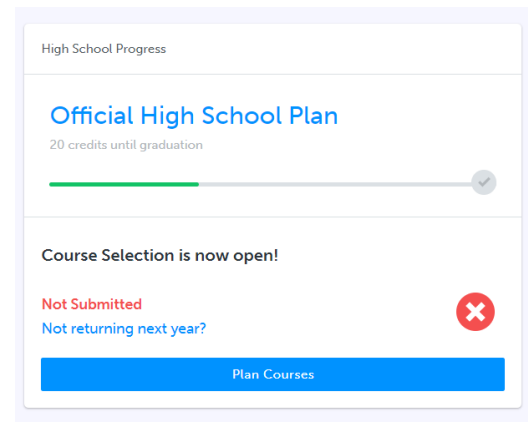
Select School

Create Account

## COURSE SELECTION

From your **Dashboard**, click on the **Plan Courses** button that appears in the High School Progress box. The button will say **Plan Courses** if course submission has not yet been enabled at your school.

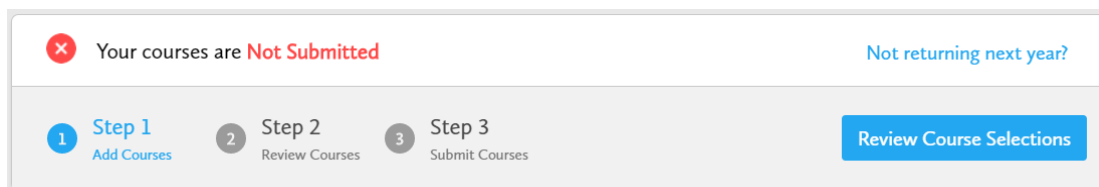
**HINT:** Clicking on **View or Plan Courses** will take you to your High School Planner - you can also access this by simply clicking on **High School** from the left hand navigation menu.



### 1) ADD COURSES FOR NEXT YEAR



- In the **High School** section, click + **[English]** or any course box to select the respective course.
- Selecting + **[Course]**, will allow you to view the course details, as well as **Prerequisites** and/or **Co-requisites** for the specific course you are exploring.
- Click **Add Course** when you find the course you want (and are qualified to take).

**HINT:** The **Graduation Indicator** will help you keep track of your progress towards graduation. Click **View Progress** for a list of specific graduation requirements.

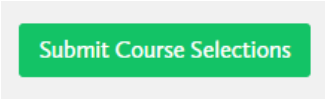


- 2) **REVIEW COURSES** – When you are ready to submit your course selections, click the blue **Review Course Selections** button and give your course selection one final look over.

### 1 Review Course Selections

	<p>ENG1D1 English</p>	No Issues
	<p>MPM1D1 Principles of Mathematics</p>	No Issues


- 3) **SUBMIT COURSES** – Once you’ve carefully reviewed the **Details** page with **your parent/guardian** to ensure that you are meeting the requirements for the courses you have selected and that the courses that appear are correct, click on **Submit Course Selections**. Please note that you will not be able to modify your course selections once submitted (unless your guidance counsellor re-allows submission)!





- 4) **PRINT SIGN –OFF SHEET** – After submitting your course selections, click on the **Print Sign-Off Sheet** button at the top right and return a signed copy to your Period 1 Teacher (if you have a spare, submit the form to your guidance counsellor).

### Submission Details

1 Print Sign-Off Sheet and return signed copy to your school

 Step 1  
Add Courses


 Step 2  
Review Courses

 Step 3  
Submit Courses

[Print Sign-Off Sheet](#)

**NOTE:** You can also access the sign-off sheet from the **High School** section of [myBlueprint.ca](http://myBlueprint.ca) – if it doesn’t show after you’ve clicked the **Print Sign-Off Sheet** button, check the pop-up blocker settings for your web browser.

Official High School Plan ●
Course Calendar
View Plans

 Your courses are **Submitted** December 3, 2018 9:54 AM ET

[Print Sign-Off Sheet](#)

**YOU’RE DONE!** Print and return a signed copy of your **Course Selection Sign-Off Sheet** to your Period 1 Teacher (if you have a spare, submit the form to your guidance counsellor).

## Not returning next year?

- 1) From your **Dashboard**, click on the **Not returning next year?** button that appears in the High School Progress box.

High School Progress

---

**Official High School Plan**  
13 credits until graduation

Progress bar with a checkmark at the end.

---

Course Selection is now open!

**Not Submitted** ✖

**Not returning next year?**

[Plan Courses](#)

- 2) Select the option that suits your pathway and press confirm

✖ Not returning next year?

Let us know where you're headed by selecting an option below.

<input type="radio"/> Apprenticeship
<input type="radio"/> College
<input type="radio"/> University
<input type="radio"/> Workplace
<input type="radio"/> New School
<input type="radio"/> Not Graduating
<input type="radio"/> Other Education/Training

[Confirm](#)