



**CHIJ St. THERESA'S SCHOOL**

**SUBJECT OPTIONS  
STUDENT PORTAL**

**User Guide for Students**

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## Website

The URL for the Subject Options Student Portal is <https://stc.schoolhub.sg/>

CHIJ St. Theresa's Convent | ... x

https://stc.schoolhub.sg

Contact Webmaster if you have any enquiry

Home Contact

User login

Username \*

Password \*

• [Request new password](#)

Log in

2018 Subject Combination Survey

Submitted by admin on 16 May 2017 - 7:51pm

Actual Subject Combination Allocation will be conducted in October 2017.

Your preferences by Monday, 22 May 2017, 5:00pm.

Your Username and Password will be issued to you by your Form Teacher.

Please download the User Guide for your reference.

Attachment	Size
<a href="#">CBS_Student Guide_2017_05_07.pdf</a>	577.64 KB

[Read more](#)

You may "Request New Password" if you have forgotten your password and on condition that you have registered your email address in this portal (see page 4).

### STEPS

- Enter Username
- Enter Password
- Click on the Login button

### Note

Students are encouraged to change your password immediately after the first login (see page 4). Remember your password especially after you have changed it as you would need to use it more than once.

## Main Screen

Upon successful login, you will see the Main Screen.

The screenshot shows a web browser window displaying the school hub interface. The browser's address bar shows the URL <https://stc.schoolhub.sg/node>. The page header includes the school name 'CHIJ St. Theresa's' and the motto 'Simple in Virtue, Steadfast in Faith'. Navigation links for 'Home' and 'Contact' are visible. A 'Pupil Menu' on the left contains 'Student Options' and 'Subject Combinations'. The main content area features a '2018 Subject Combination Survey' announcement, including submission details, a survey description, a login deadline, and a table of attachments. A 'Read more' link is present at the bottom right of the announcement. Five callout boxes provide instructions: 'If you need to change your password' points to the top right; 'Click "Student Option" to begin selecting your subject options' points to the 'Student Options' menu item; 'Lookout for Latest News & Announcements' points to the survey announcement; 'Click "Subject Combinations" to view the different options' points to the 'Subject Combinations' menu item; and 'Download User Guide for your reference' points to the PDF attachment in the table.

**Callout 1:** If you need to change your password

**Callout 2:** Click "Student Option" to begin selecting your subject options

**Callout 3:** Lookout for Latest News & Announcements

**Callout 4:** Click "Subject Combinations" to view the different options

**Callout 5:** Download User Guide for your reference

Attachment	Size
<a href="#">SAPS_SBS_Student Guide_2017_05_07.pdf</a>	577.64 KB

## My Account

You may change your password and update your email address.

The screenshot shows a web browser window displaying the 'PUPIL (EXP)' account page. The page header includes 'CHIJ St. Theresa's Convent' and 'Simple in Virtue, Steadfast in Duty'. The main content area is titled 'PUPIL (EXP)' and has 'View' and 'Edit' buttons. The 'Edit' button is active, showing a form with the following fields:

- Current password:** A text input field with 8 black dots. Below it, the text reads: 'Enter your current password to change the E-mail address.' (partially obscured).
- E-mail address \*:** A text input field containing 'youremail'. Below it, the text reads: 'A valid e-mail address. All e-mails from the system will be sent to this address. The e-mail address is not made public and will only be used if you wish to receive a new password or wish to receive certain news or notifications by e-mail.'
- Password:** A text input field with 8 black dots. To its right is a 'Password strength' indicator showing a green bar and the word 'Weak'.
- Confirm password:** A text input field with 8 black dots. To its right, the text reads: 'Passwords match: yes'.
- To make your password stronger:** A list of suggestions:
  - Add uppercase letters
  - Add numbers
  - Add punctuation
  - Make it different from your username
- To change the current user password, enter the new password in both fields.**
- Picture:** A section titled 'Upload picture' with a 'Browse...' button and the text 'No file selected.' Below it, the text reads: 'Your virtual face or picture. Pictures larger than 1024x1024 pixels will be scaled down.'

A callout box points to the 'E-mail address' field with the text: 'Please enter a valid email address. With this email address, you can retrieve your password via "Request New Password" link on the Home page if you have forgotten your password.'

### STEPS

- Enter current password
- Enter email address
- Enter new password
- Enter confirm password
- Click on the Save button (at the bottom of the screen)

## Subject Combinations

The page shows the different Subject Options you may choose from.

The screenshot shows a web browser window displaying the 'Subject Options' page for CHIJ St. Theresa's Convent. The page features a blue header with the school's name and logo, and a navigation menu. A 'Pupil Menu' on the left lists 'Student Options' and 'Subject Combinations'. The main content area is titled 'Subject Options' and displays a grid of subject combinations for different levels (E01-E04, N01-N02, T01). Three callout boxes highlight specific sections: 'Mandatory Subjects' points to the 'MANDATORY' section in the E01 column; 'Other Subjects' (left) points to the '4TH SUBJECT' section in the E01 column; and 'Other Subjects' (right) points to the '8TH SUBJECT' section in the E03 column.

E01	E02	E03	E04
MANDATORY	MANDATORY	MANDATORY	MANDATORY
EL	EL	EL	EL
MTL/HMTL	MTL/HMTL	MTL/HMTL	MTL/HMTL
MATHS	MATHS	MATHS	MATHS
4TH SUBJECT	A MATHS	A MATHS	A MATHS
SS+GEOG	CHEM	CHEM	CHEM
SS+HIST	6TH SUBJECT	BIO	6TH SUBJECT
SS+LIT	SS+GEOG	PHY	SS+GEOG
5TH SUBJECT	SS+HIST	8TH SUBJECT	SS+HIST
SC(CHEM,BIO)	SS+LIT	SS+GEOG	SS+LIT
SC(PHY,CHEM)	7TH SUBJECT	SS+HIST	7TH SUBJECT
6TH SUBJECT	PHY	SS+LIT	PHY
LIT	BIO		BIO
POA			GEOG
7TH SUBJECT			HIST
ART			LIT
F&N			
A MATHS			
N01	N02	T01	
MANDATORY	MANDATORY	MANDATORY	
EL	EL	EL	
MTL	MTL	MTL	
MATHS	MATHS	MATHS	

## Update Choices and Subject Preferences

**CHIJ St. Theresa's Convent**  
Simple in Virtue, Steadfast in Duty

Home » Student Options

**Application** [Status] [Register]

Name: PUPIL (EXP) Class: 2X

Option	Choice number for option E01 *	Other Subjects			
E01	1	4TH SUBJECT	5TH SUBJECT	6TH SUBJECT	7TH SUBJECT
MANDATORY		Choice 1 *	Choice 2 *	Choice 2 *	Choice 2 *
EL		SS+GEOG	SC(PHY,CHEM)	POA	F&N
MTL/HMTL		Choice 3 *			Choice 3 *
MATHS		SS+LIT			A MATHS
Option	Choice number for option E02 *	Other Subjects			
E02	3	6TH SUBJECT	7TH SUBJECT		
MANDATORY		Choice 1 *	Choice 1 *		
EL		SS+GEOG	PHY		
MTL/HMTL		Choice 2 *	Choice 2 *		
MATHS		SS+HIST	BIO		
		Choice 3 *			
A MATHS		SS+LIT			
CHEM					

**Callouts:**

- Order of Preference for Other Subjects (Do not enter the same subject more than once)
- Order of Preference for Other Subjects (Do not enter the same subject more than once)
- Mandatory Subjects of the Option

### STEPS

- Enter your Choice for each Option, i.e. choice 1, 2 or 3 (see step 1 in the diagram)
- For Other Subjects, i.e. the 5<sup>th</sup>, 6<sup>th</sup> etc, rank all the subjects in each group, where 1 indicates your first choice (see step 2 in the diagram)
- Click on the Submit button

### Note

You may change your Choice and rank order of the subjects anytime before the closing date. Where there are more than one submission, only the last submission will be considered.

## Submission of Choices and Subject Preferences

**Application**

Status Register

Name: PUPIL (EXP) Class: 2X Reg No: 3

You have submitted the following choices on **01 Aug 2017 00:29 am**

Choice #1 E01				
MANDATORY	4TH SUBJECT	5TH SUBJECT	6TH SUBJECT	7TH SUBJECT
EL	1. SS+GEOG	1. SC(CHEM,BIO)	1. LIT	1. ART
MTL/HMTL	2. SS+HIST	2. SC(PHY,CHEM)	2. POA	2. F&N
MATHS	3. SS+LIT			3. A MATHS

Choice #2 E03				
MANDATORY	8TH SUBJECT			
EL	1. SS+HIST			
MTL/HMTL	2. SS+LIT			
MATHS	3. SS+GEOG			
A MATHS				
CHEM				
BIO				
PHY				

Choice #3 E02			
MANDATORY	6TH SUBJECT	7TH SUBJECT	
EL	1. SS+GEOG	1. PHY	
MTL/HMTL	2. SS+HIST	2. BIO	
MATHS	3. SS+LIT		
A MATHS			
CHEM			

Choice #4 E04			
MANDATORY	6TH SUBJECT	7TH SUBJECT	
EL	1. SS+GEOG	1. PHY	
MTL/HMTL	2. SS+HIST	2. BIO	
MATHS	3. SS+LIT		
A MATHS			
CHEM			

[Confirmation Slip \(PDF FORMAT\)](#)

Remarks

**Print Confirmation Slip**



## Sample Confirmation Slip

Printed On : 2-Aug-2017 22:56 pm

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**CHIJ St Theresa's Convent**


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**Subject Combination for Secondary Three  
Confirmation Slip**

Name: PUPIL (EXP) (pupilexp)

Class: 2X (3)

## Choice #1 E01

MANDATORY	4TH SUBJECT	5TH SUBJECT	6TH SUBJECT	7TH SUBJECT
EL	1. SS+GEOG	1. SC(CHEM,BIO)	1. LIT	1. ART
MTL/HMTL	2. SS+HIST	2. SC(PHY,CHEM)	2. POA	2. F&N
MATHS	3. SS+LIT			3. A MATHS

## Choice #2 E03

MANDATORY	8TH SUBJECT
EL	1. SS+HIST
MTL/HMTL	2. SS+LIT
MATHS	3. SS+GEOG
A MATHS	
CHEM	
BIO	
PHY	

## Choice #3 E02

MANDATORY	6TH SUBJECT	7TH SUBJECT
EL	1. SS+GEOG	1. PHY
MTL/HMTL	2. SS+HIST	2. BIO
MATHS	3. SS+LIT	
A MATHS		
CHEM		

## Choice #4 E04

MANDATORY	6TH SUBJECT	7TH SUBJECT
EL	1. SS+GEOG	1. PHY
MTL/HMTL	2. SS+HIST	2. BIO
MATHS	3. SS+LIT	
A MATHS		
CHEM		

**Remarks**

This is my remark

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 Name & Signature of Parent/Guardian

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 Contact Number

## Release of Subject Options

You may check the portal for the release of subject option using the same username and password.

The screenshot displays a web browser window with the following content:

**Browser Tabs:** Home | RJCAT Consultancy, Application | CHIJ St. Theres..., scgs.schoolhub.sg / localhost ...

**Address Bar:** https://stc.schoolhub.sg/sh\_sap

**Table 1: Choice #3 E04**

MANDATORY	6TH SUBJECT	7TH SUBJECT	8TH SUBJECT
EL	1. SS+LIT	1. PHY	1. LIT
MTL/HMTL	2. SS+HIST	2. BIO	2. HIST
MATHS	3. SS+GEOG		3. GEOG
A MATHS			
CHEM			

**Table 2: Choice #4 E01**

MANDATORY	4TH SUBJECT	5TH SUBJECT	6TH SUBJECT	7TH SUBJECT
EL	1. SS+LIT	1. SC(PHY,CHEM)	1. LIT	1. A MATHS
MTL/HMTL	2. SS+GEOG	2. SC(CHEM,BIO)	2. POA	2. F&N
MATHS	3. SS+HIST			3. ART

[Confirmation Slip \(PDF FORMAT\)](#)

**Placement**  
Choice Allocated: Eo2

MANDATORY SUBJECTS	6TH SUBJECT	7TH SUBJECT
EL	SS+LIT	PHY
CLB		
MATHS		
A MATHS		
CHEM		

[Placement Slip \(PDF FORMAT\)](#)

**Click Print Placement Slip for your own reference**

**Sample Placement Slip***Printed On : 9-Nov-2017 21:50 pm***CHIJ St Theresa's Convent**

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**Subject Combination for Secondary Three  
Placement Slip**

Name: .

Class:

Choice Allocated: E02

<b>MANDATORY SUBJECTS</b>	<b>6TH SUBJECT</b>	<b>7TH SUBJECT</b>
EL	SS+LIT	PHY
CLB		
MATHS		
A MATHS		
CHEM		

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Name & Signature of Parent/Guardian

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Contact Number

## Appeals

Appeal should be logged on within the appeal period. Appeals would be considered on a case by case basis.

The screenshot shows a web browser window with the URL [https://stc.schoolhub.sg/sh\\_sap/appeal](https://stc.schoolhub.sg/sh_sap/appeal). The page title is "Application". On the left, there is a "masquerade" sidebar with the text "You are masquerading as 24\_01." and a "Switch back" link. The main content area has three tabs: "Status", "Register", and "Appeal".

The form contains the following sections:

- Main Option \***: A dropdown menu with "E01" selected. A callout bubble points to it with the text "Select the".
- Mandatory Subjects**: Three input fields containing "EL", "MTL/HMTL", and "MATHS".
- Additional Subjects**: Four dropdown menus:
  - 4TH SUBJECT \***: "SS+GEOG"
  - 5TH SUBJECT \***: "SC(PHY,CHEM)". A callout bubble points to it with the text "Select the Other Subjects".
  - 6TH SUBJECT \***: "LIT"
  - 7TH SUBJECT \***: "ART". A callout bubble points to it with the text "Indicate your reasons for appeal".
- Reasons for Appeal \***: A text area with the placeholder text "State your reason for appeals....|".
- Submit**: A button at the bottom. A callout bubble points to it with the text "Click Submit".

## Sample Appeal Submission

The screenshot shows a web browser window with the URL [https://chijkc.schoolhub.sg/sh\\_sap](https://chijkc.schoolhub.sg/sh_sap). The page content is as follows:

**Confirmation Slip (PDF FORMAT)**

EL	1. SS+GEOG	1. BIO	1. HIST
MTL/HMTL	2. SS+HIST	2. PHY	2. LIT
E MATHS	3. SS+LIT		3. GEOG
A MATHS			4. PHY
CHEM			5. BIO
			6. MUSIC

**Placement**

**Choice #2 E07**

MANDATORY SUBJECTS	5TH SUBJECT	6TH SUBJECT	7TH SUBJECT
EL	SS+GEOG	LIT	POA
HCL			
E MATHS			
SC(PHY,CHEM)			

**Appeal**

You have appealed for the following option on **21 Oct 2015 16:42 pm**

**Choice # E07**

MANDATORY SUBJECTS	5TH SUBJECT	6TH SUBJECT	7TH SUBJECT
EL	SS+GEOG	LIT	ART
MTL/HMTL			
E MATHS			
SC(CHEM,BIO)			
Reason: Type in your reason for appeal			

**Print Appeal Slip, if necessary**

## Release of Appeal Results

Application | CHIJ Katong Convent - Windows Internet Explorer

https://chijkc.schoolhub.sg/sh\_sap

File Edit View Favorites Tools Help

Application | CHIJ Katong Convent

E MATHS	3. SS+LIT		3. GEOG
A MATHS			4. PHY
CHEM			5. BIO
			6. MUSIC

[Confirmation Slip \(PDF FORMAT\)](#)

### Placement

Choice #2 E07

MANDATORY SUBJECTS	5TH SUBJECT	6TH SUBJECT	7TH SUBJECT
EL	SS+GEOG	LIT	POA
HCL			
E MATHS			
SC(PHY,CHEM)			

[Placement Slip \(PDF FORMAT\)](#)

### Appeal

You have appealed for the following option on **21 Oct 2015 16:42 pm**

Choice # E07

MANDATORY SUBJECTS	5TH SUBJECT	6TH SUBJECT	7TH SUBJECT
EL	SS+GEOG	LIT	ART
MTL/HMTL			
E MATHS			
SC(CHEM,BIO)			

Reason: Type in your reason for appeal

**Response: Your Appeal has not been successful.**

[Appeal Slip \(PDF FORMAT\)](#)

Internet 100%