ENROLMENT CONFIRMATION INTERVIEW – HELP SHEET

Interview times are made by accessing the online system via the school’s website. This guide will assist you selecting an appropriate time.

Go to SEHS website, [www.sehs.sa.edu.au](http://www.sehs.sa.edu.au), click on ‘Portals’ under Year 7 Enrolment banner.

1. Click on “Portals” here, choose “eschool solutions” from menu.

2. Click on “Student Intranet”
Enter Login details.

3. Enter student details

UN: firstname surname
(Eg joe blogs)
PW: date of birth
(Eg 03/08/98)

4. Click on Log-in

5. Go to Appointments and click on Appointment Wizard
6. Click Continue

7. Choose ‘Course Confirmation’ by clicking on the circle

8. Click Next
8. Read the information

Click on the corresponding check box to select the time that best suits you. You only need to check 1 box

*Note: There are 5 places available for each time slot.*

9. Click Next to move to summary page

10. Check appointment time.

If the time is correct click on Next

If you wish to change the time, click on Previous. This will take you back to step 8.

Finish
11. Click Finish to complete the process.

You can print out a personal copy of your appointment time by selecting ‘Print this page’ on the next page.