Registering for the SSAT

Continue if you have an SSAT Account and are registering:

- With NO Accommodations
  - With Approved Testing Accommodations
  - With Approved Sunday Testing
    - With Approved Sunday Testing & Testing Accommodations

*If you do not yet have an SSAT account, see the separate tutorial for creating accounts.

*If you require Testing Accommodations or Sunday Testing and have not been approved for these after 8/1/2017, please see the “Requesting Testing Accommodations” tutorial first.
Go to ssat.org and click on “Login”
Enter your username and password and click “Sign in.”

You can also log in by clicking “Forgot Username?” or “Forgot Password?”
Click on “Manage My SSAT” and then “Register for SSAT.”

If you don’t see “Register for SSAT” or it’s deactivated, you are logged in as a student. You must log off and log in as a parent/guardian to register for an SSAT.
Click “Let’s Get Started.”

New Test Registration

Register for the SSAT in 6 simple steps! Read this page to be sure you have everything you need before you begin.

1. About You
   First, we'll need to know if you will require any test accommodations when testing.

2. Finding a Test
   Then, you will select when and where you would like to test.

3. Reporting
   Next, select members of The Association's to receive your scores or designate a member school as an advisor who can view and forward your scores on your behalf.

4. Optional Add-Ons
   Add a score alert so you'll know the moment your scores are available, order a printed score report, or purchase your writing sample to review what you wrote on test day!

5. Payment
   If you have been provided a fee waiver by a member school, please have it ready. We accept Visa, MasterCard, and Discover.

6. All Done
   Once your registration is confirmed, print your admission ticket and review what to bring (and what to leave at home) on test day.

Let's Get Started >
Testing Accommodations

• Indicate whether you require Testing Accommodations for a documented disability.

• Click “Next.”

TIP: Throughout the registration process, check the blue box at the bottom for important information, reminders, and examples!
Indicate whether you require Sunday testing due to religious reasons.

Click Next.
Testing Accommodations

• Review the confirmation information and click “Next.”
• Any approved accommodations will be listed in the tan boxes.
  – If you require additional accommodations beyond what is listed, you will need to exit the registration process, apply for them, and wait for them to be approved before registering.
  – Otherwise, if your listed accommodations are correct, select the confirmation and click “Next.”

Please note: Accommodation approvals expire on July 31. After this you must have them approved again.

Note: You will not be able to continue if you indicate you need accommodations and have none on file.
Current Grade

- Indicate your CURRENT grade – the grade you are in now.
- Click Next.

![Image of a test page with options to select current grade level (3rd to 11th grade), with 6th grade checked.]

**Things to Know:**
- In general, indicate your current grade (not the grade to which you are applying).
- Students repeating a grade should indicate one grade below their current grade. This allows them to be compared to their new peers.
- It is permissible for students to select a grade other than their current grade to determine how they might perform at a different grade level.
- If you are still uncertain of which grade to indicate, contact a school to which you are applying.
Access Code

- If you are testing with a school or consultant who is providing a test on a non-Standard date and restricting registration (a **Closed Flex** test), they will provide you with an **Access Code**.
- If you select “Yes,” a field will appear for you to enter the code.
- Click “Next.”
Sign Up For Your Test

Select a date & site. Search defaults to your student account location, but you can change it.

Standard Tests display here. You may test on any or all 8 Standard dates. If a site is full, the deadline has passed, or you’ve already registered for that date, an icon will appear.

Open Flex tests (open to the public) display here. Only 1 Flex can be taken per year (8/1-7/31)

Can’t find a convenient test? Consider taking a Flex SSAT with an educational consultant. Additional fees may apply.

When you’re done, click “Next”
Score Recipients

- Score recipients are schools to which you want to send your SSAT scores. Indicate whether you would like to add score recipients at this time.

  These schools will receive your scores as soon as they are released.
  You can add score recipients at any time, so if you prefer to see your scores first, select “No”

- To add a recipient, type the school’s name and click “Add.”

  Be sure to double-check the 4-digit code and location of each recipient before you add it. Many members have similar names.

  Your additions will be shown to the right under “Your Chosen Recipients.”

- After adding as many recipients as you want, click “Next.”

  Things to Know:
  - You can add recipients for free of charge any time before or after the test.
  - Want to see your scores before sending? Simply select “No”, wait till you receive your scores after testing, and then add SSATB recipients.
  - You can only add SSATB Member Organizations.
  - Scores are generally reported within 2 weeks of testing.
Score Advisors

• Indicate whether you would like to add a Score Advisor (a placement director or educational consultant)

  Choose “Yes” if you are working with a placement director at your school or organization, or if you are working with an educational consultant. If not, Select “No.”

• If so, type your school/organization or consultant’s name and click “Select.”

  Be sure to check the 4-digit code and location. Many members have similar names.

  Your Score Advisor will then be shown as selected.

• Click “Next.”
Score Services

• Indicate whether you would like to add a Score Alert option.
  Score alerts let you know the moment your scores are released online.

• Indicate whether you would like an Add-On Paper Score Reporting Option.
  Note: Score reports are delivered online to your SSAT account at no cost.

• Click Next.
Writing Sample

• Indicate whether you would like to receive a copy of your Writing Sample.

Your writing sample is not automatically sent with your score report – it must be ordered separately. Score recipients always receive your writing sample.

• Click Next.

NOTE: This service is not available for Elementary Level tests.
Prep and Practice

• Indicate whether you would like to purchase SSAT Practice

SSAT Practice Online contains full-length timed practice tests, topic quizzes, and section tests and includes information about the areas you need to study most.

The printed *Official Guide to the SSAT* contains 2 full length paper-and-pencil practice tests and study and testing tips. Both were written by the professionals that create the SSAT.

• Click Next.
Review and Edit

- Review your information carefully.
- Click ‘Edit’ next to any information you need to change. You will return to the original page, make the change, and then return to this screen. Some changes may require you to reselect items other than the information you are changing.
- Click ‘Proceed To Payment’.
Payment

Submit payment:

• If you have received an SSAT fee waiver code from a school or organization, enter it here and click “Click to Apply Fee Waiver.”

• Enter your Billing Address.

• Enter your Shipping Address.

• Enter your Credit Card details.

• Click “Submit Payment.”
• You are now registered for the SSAT!

• Click “Download Your Admission Ticket,” save it to your computer, and print it. 
  You will also receive your Admission Ticket via email.

• Your admission ticket will be required for entry to the test room. Print it and bring it with you on test day.

• You can also click “Register For Another Test” if you would like to create another registration.

GOOD LUCK!