

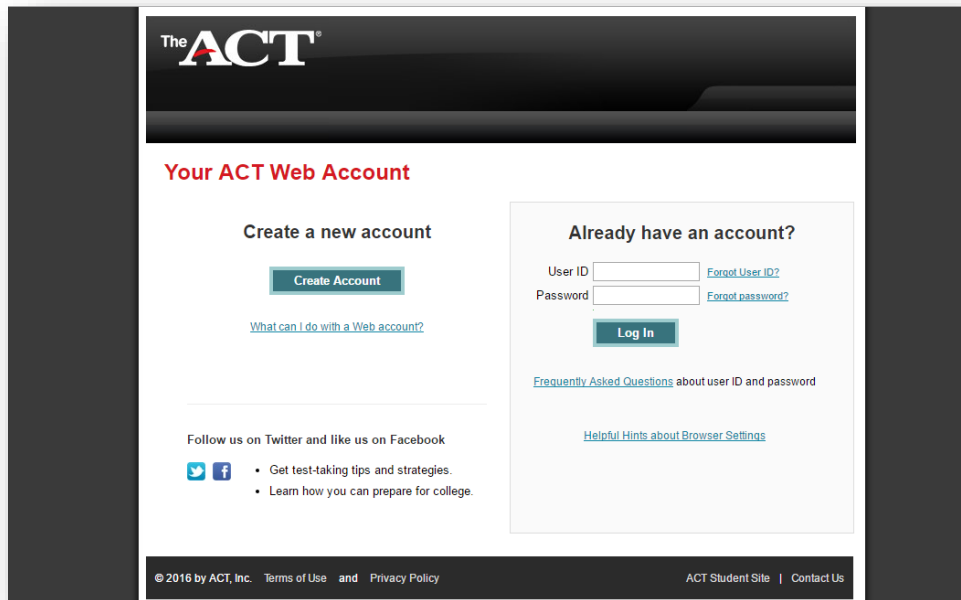
## Steps for Registering Online for the ACT

### Step 1: Access the ACT Test Registration Online and Create an Account

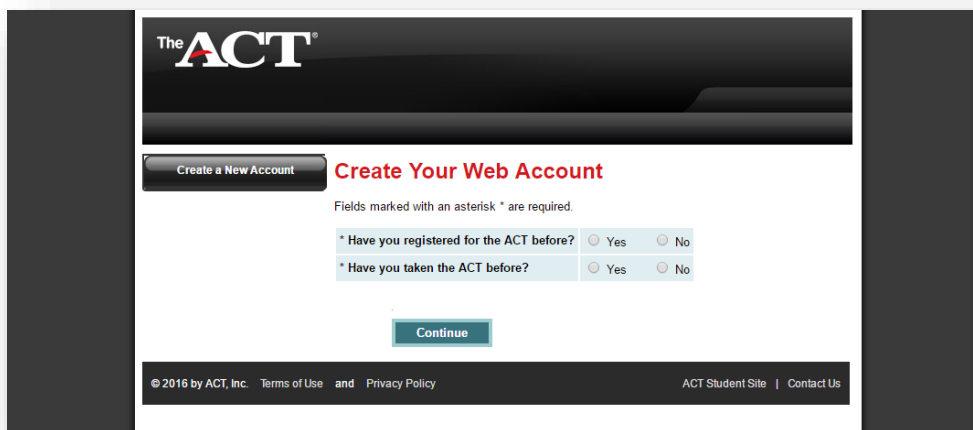
To begin registration for the ACT test, your student can type or paste the following link into his or her web browser: <http://www.act.org/content/act/en/products-and-services/the-act/registration-information.html>. The student will be directed to the page below. To sign into the ACT online platform, the student can select the orange button at the bottom of the page titled "The ACT Test: Sign In or Register."

The screenshot shows the ACT registration page. The main heading is "Register for the ACT". Under "What You'll Need", there are five items: "About 40 Minutes", "Desktop or laptop with an internet connection", "Credit Card or other form of payment", "High school course details", and "Headshot photo". Under "What can I do with an account?", there are four items: "Register", "View scores", "Send additional score reports", and "Register for next test". At the bottom of the page, there is an orange button with the text "THE ACT TEST: SIGN IN OR REGISTER >" which is highlighted with a red box.

After selecting the orange button, the student will be directed to the page shown on the next page. If the student already has an account, he or she can sign in with his or her user ID and password. If the student does not have an account, he or she will need to create an account in order to continue registering.



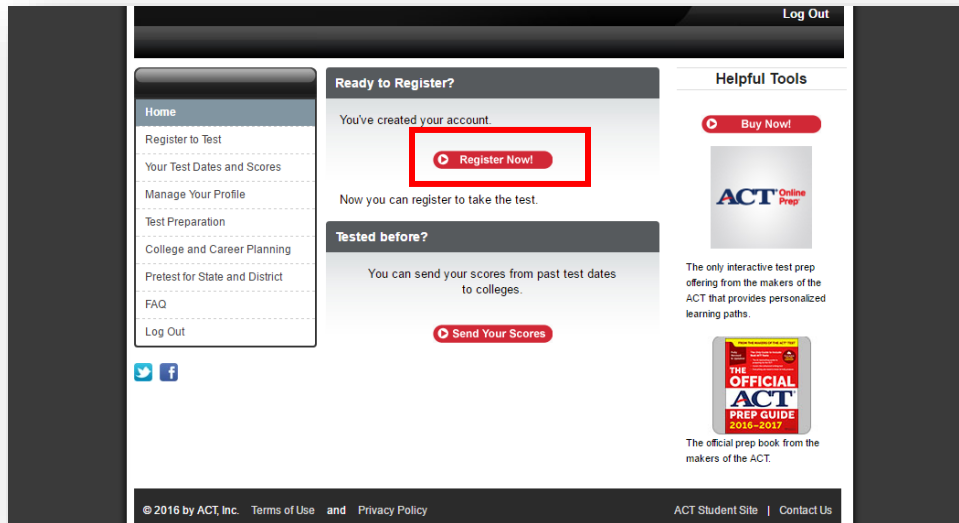
If the student is creating an account, he or she will be directed to the following page below.



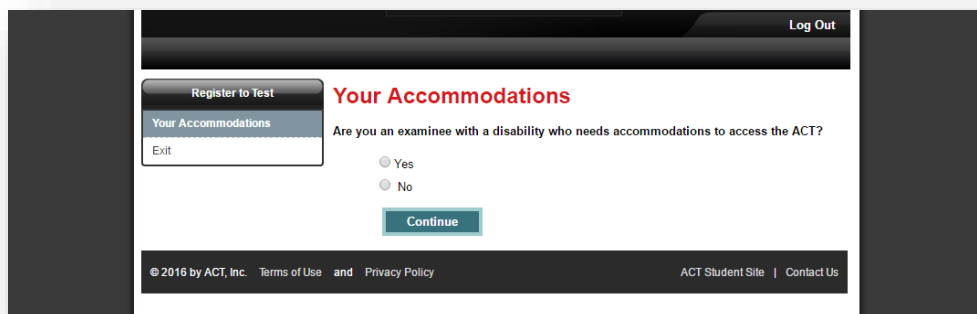
After answering the questions above, the student will be directed to a set of other pages requiring basic background information to set up his or her ACT account. The student will need to fill this information out to continue registering online for the ACT.

## Step 2: Register

After setting up an account or signing in, the student can begin registering for the ACT by selecting the red button titled "Register Now!"

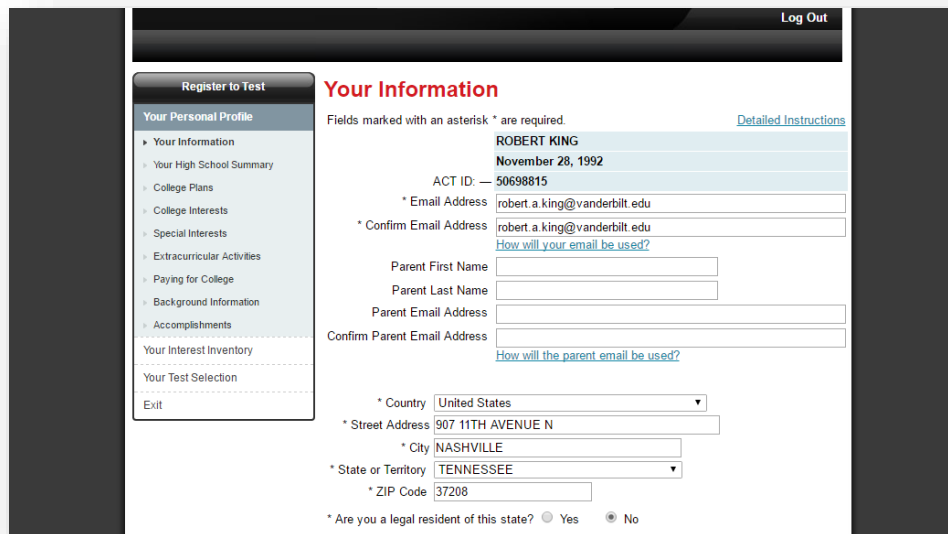


After selecting the red button, the student will be directed to the page below. If you are working with a student who will be requesting accommodations for the test, the student should select "Yes" on this page. If not, the student should mark "No."



### Step 3: Fill Out the Personal Profile and Interest Inventory

After the student has filled out the information on the page regarding accommodations (if applicable), he or she will be asked to provide additional information in two sections: “Your Personalized Profile” and “Your Interest Inventory.” **Both sections are optional.** However, the information the student provides in these sections may be valuable for helping the student consider college and career interests.



**Register to Test** Log Out

**Your Personal Profile**

- ▶ Your Information
- ▶ Your High School Summary
- ▶ College Plans
- ▶ College Interests
- ▶ Special Interests
- ▶ Extracurricular Activities
- ▶ Paying for College
- ▶ Background Information
- ▶ Accomplishments
- .....
- ▶ Your Interest Inventory
- .....
- ▶ Your Test Selection
- .....
- ▶ Exit

### Your Information

Fields marked with an asterisk \* are required. [Detailed Instructions](#)

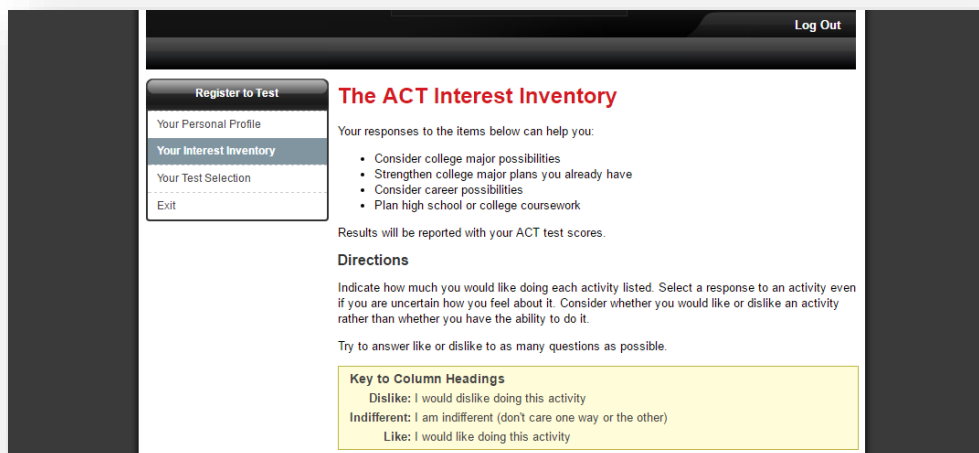
ROBERT KING  
 November 28, 1992  
 ACT ID: 50698815

\* Email Address robert.a.king@vanderbilt.edu  
 \* Confirm Email Address robert.a.king@vanderbilt.edu  
[How will your email be used?](#)

Parent First Name \_\_\_\_\_  
 Parent Last Name \_\_\_\_\_  
 Parent Email Address \_\_\_\_\_  
 Confirm Parent Email Address \_\_\_\_\_  
[How will the parent email be used?](#)

\* Country United States  
 \* Street Address 907 11TH AVENUE N  
 \* City NASHVILLE  
 \* State or Territory TENNESSEE  
 \* ZIP Code 37208

\* Are you a legal resident of this state?  Yes  No



**Register to Test** Log Out

**Your Personal Profile**

- ▶ Your Personal Profile
- ▶ Your Interest Inventory
- ▶ Your Test Selection
- .....
- ▶ Exit

### The ACT Interest Inventory

Your responses to the items below can help you:

- Consider college major possibilities
- Strengthen college major plans you already have
- Consider career possibilities
- Plan high school or college coursework

Results will be reported with your ACT test scores.

**Directions**

Indicate how much you would like doing each activity listed. Select a response to an activity even if you are uncertain how you feel about it. Consider whether you would like or dislike an activity rather than whether you have the ability to do it.

Try to answer like or dislike to as many questions as possible.

**Key to Column Headings**

Dislike: I would dislike doing this activity

Indifferent: I am indifferent (don't care one way or the other)

Like: I would like doing this activity

#### Step 4: Select Which Country You will Test In

After filling out the Personal Profile and Interest Inventory, the student will be directed to the Test Selection section. From this point on, the student will have to fill out every section presented in order to register for the ACT test. The page below is the first page of this section. Here, the student will have to select in which country he or she will be taking the test.

The screenshot shows a web interface for the ACT registration process. At the top right, there is a "Log Out" link. On the left, a navigation menu titled "Register to Test" includes sections for "Your Personal Profile", "Your Interest Inventory", and "Your Test Selection". Under "Your Test Selection", the "Select Where to Test" option is highlighted. The main content area is titled "Select Where to Test" and contains the instruction: "Please choose one of the following options based on where you wish to test (not where you live)." Below this, the question "Where will you be testing?" is followed by two radio button options: "In the United States, U.S. territories, or Canada" and "In another country". A green "Continue" button is positioned below the options. To the right, under the heading "Helpful Tools", there is a logo for "ACT Online Prep" and a promotional message: "The only interactive test prep offering from the makers of the ACT that provides personalized learning paths." Below the message, the cost is listed as "Cost: \$39.95" and there is a checkbox option "Buy it with my registration". At the bottom right, there is a small image of a book titled "THE OFFICIAL ACT PREP GUIDE SAVE 30%".

## Step 5: Identify Who is Registering for Test

After selecting which country he or she will take the test in, the student will be asked to select the individual that is registering for the test. If the student is registering him/herself, he or she will select the option that states the student is registering for him/herself.

Afterwards, the student will be asked to verify that all of the information that has been provided up to this point is accurate by checking a box.

**Register to Test**

- Your Personal Profile
- Your Interest Inventory
- Your Test Selection
  - Select Where to Test
  - Registration Information**
  - Test Date and Option
  - Your High School
  - Your High School Courses
  - Score Report Choices
  - Your Future Plans
  - Test Center
  - Final Review
  - Submit Payment
- Exit

### Registration Information

If any of the following circumstances apply to you, please learn more now by reading the linked information.

- [My religious beliefs prohibit Saturday testing](#)
- [I am homebound or confined](#)
- [I receive accommodations in school due to a diagnosed and documented disability](#)

Please read the following Terms and Conditions.

**2016–2017 TERMS AND CONDITIONS: TESTING RULES AND POLICIES FOR THE ACT® TEST**

These Terms and Conditions are an agreement between the person who will take the ACT® test ("you") and ACT, Inc. ("ACT"). They apply to every administration of the ACT test except where, and only to the extent that, you are provided with different terms or conditions by ACT, Inc. **Please read these Terms and Conditions carefully. By registering for and/or taking the ACT test, you are agreeing to these Terms and Conditions.**

By registering for and/or taking the ACT test, you represent and warrant the following to ACT: (1) the information you have provided to ACT is true; (2) you

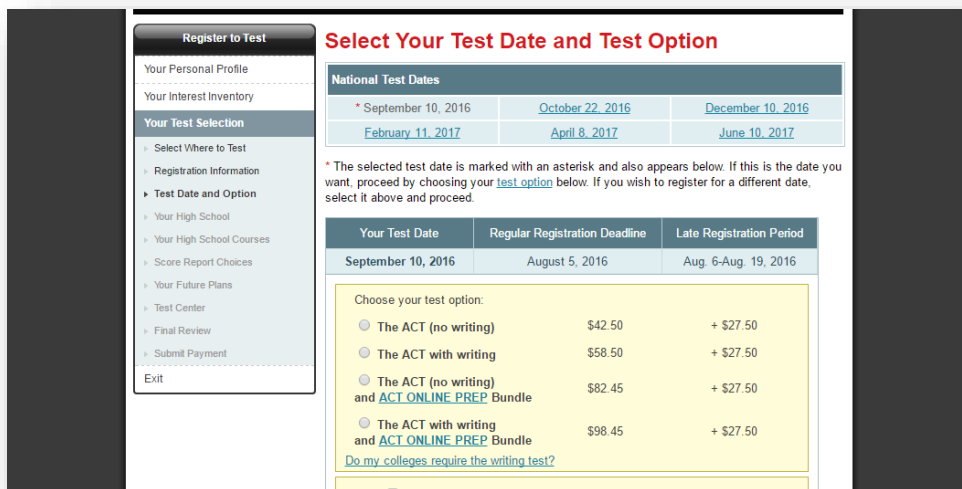
[Printer-friendly version](#)

I certify that I am the person whose name and address is submitted through this online registration and that the information provided is true and accurate to the best of my knowledge. I understand that by registering for an ACT test, I am agreeing to comply with and be bound by the Terms and Conditions: Testing Rules and Policies for the ACT® Test, including those terms concerning arbitration and score cancellation. By registering, I am also consenting to the collection of personally identifying information I provide, and its subsequent use and disclosure, as described in the ACT Privacy Policy ([www.act.org/privacy.html](http://www.act.org/privacy.html)). By checking the box, I confirm my acceptance of these terms and my consent to the processing of my personally identifying information, including the collection, use, transfer and disclosure of information.

## Step 6: Select Your Test Date and Test Type

After verifying his or her background information, the student will select the test date and test type. The price of each test type can also be found on this page. If your student is using a retake voucher, his or her voucher will cover the cost of the ACT (not the writing test). If your student is using a fee waiver, his or her waiver will cover the cost of the ACT (no writing) **or** the ACT with writing.

**Note:** Seniors who are registering for the *ACT Senior Retake Opportunity* using a retake voucher **must register for the October 22, 2016**, test date.



The screenshot shows a web interface for registering for the ACT. On the left is a navigation menu with options like 'Your Personal Profile', 'Your Interest Inventory', and 'Your Test Selection'. The main content area is titled 'Select Your Test Date and Test Option' and includes a table of 'National Test Dates' and a table of test options with their respective costs.

| National Test Dates  |                  |                   |
|----------------------|------------------|-------------------|
| * September 10, 2016 | October 22, 2016 | December 10, 2016 |
| February 11, 2017    | April 8, 2017    | June 10, 2017     |

\* The selected test date is marked with an asterisk and also appears below. If this is the date you want, proceed by choosing your [test option](#) below. If you wish to register for a different date, select it above and proceed.

| Your Test Date     | Regular Registration Deadline | Late Registration Period |
|--------------------|-------------------------------|--------------------------|
| September 10, 2016 | August 5, 2016                | Aug. 6-Aug. 19, 2016     |

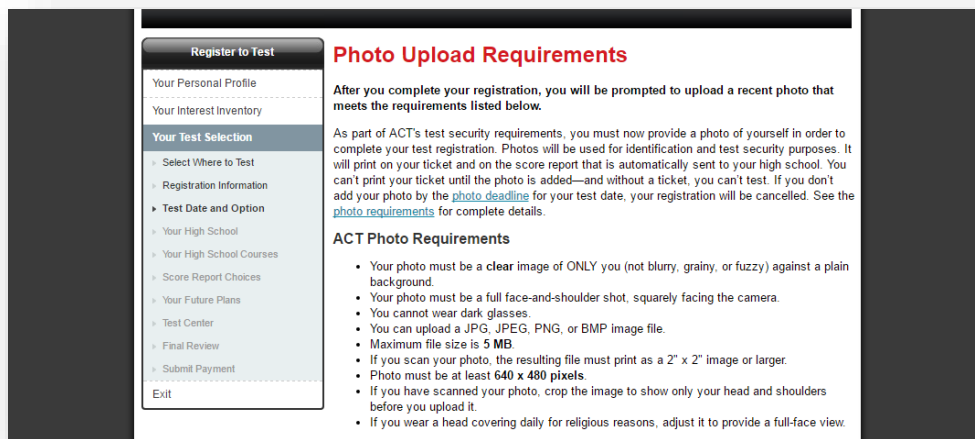
Choose your test option:

|   |         |           |
|---|---------|-----------|
| <input type="radio"/> The ACT (no writing)  | \$42.50 | + \$27.50 |
| <input type="radio"/> The ACT with writing  | \$58.50 | + \$27.50 |
| <input type="radio"/> The ACT (no writing) and <a href="#">ACT ONLINE PREP</a> Bundle | \$82.45 | + \$27.50 |
| <input type="radio"/> The ACT with writing and <a href="#">ACT ONLINE PREP</a> Bundle | \$98.45 | + \$27.50 |

[Do my colleges require the writing test?](#)

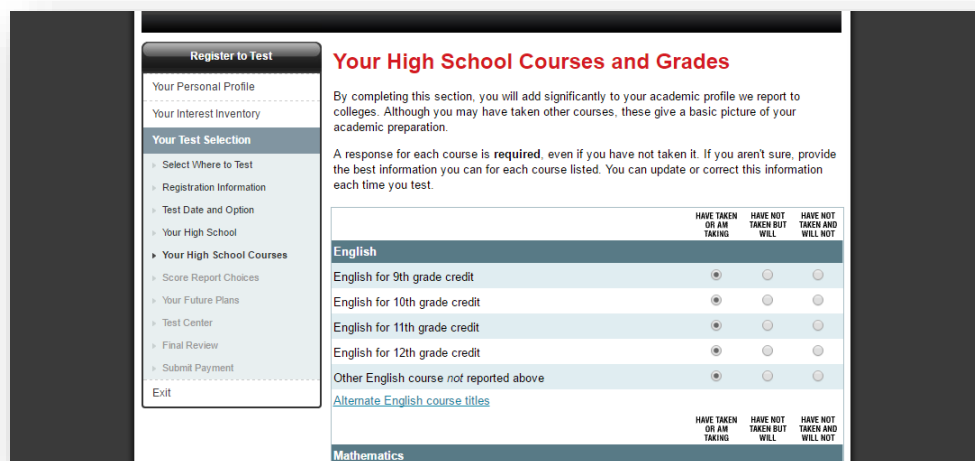
## Step 7: Upload a Photo

After selecting the test date and test type, the student will be directed to a page that will notify and instruct him or her on how to upload a headshot photo, which is necessary identification material for the ACT test. However, the photo will not be uploaded until after a payment is made.



## Step 8: Fill Out High School Courses and Corresponding Grades

In this section, the student is required to provide information on which courses he or she has taken or is currently taking in high school. There are three options for the student to choose from for each course listed on this page: "Have taken or am taking," "Have not taken but will take," and "Have not taken and will not take." The student will have to check which option applies to each course for his or her current high school academic coursework.





After filling out this information, the student will be asked to report grades for the courses he or she has taken on the following page. While the student should try to provide accurate grades, it is okay to guess grades if the student does not remember and/or does not have his or her transcript when registering.

**Register to Test**

- Your Personal Profile
- Your Interest Inventory
- Your Test Selection**
  - Select Where to Test
  - Registration Information
  - Test Date and Option
  - Your High School
  - Your High School Courses**
  - Score Report Choices
  - Your Future Plans
  - Test Center
  - Final Review
  - Submit Payment
- Exit

### Your High School Courses and Grades

We will calculate and report to colleges an unweighted GPA on a 4.0 scale based on the grades you provide for courses in English, Mathematics, Natural Sciences, and Social Studies. The information you give may be verified by college personnel. You may wish to refer to your previous high school grade reports or a copy of your current high school transcript to help you complete this section.

Indicate the final grade (last grade) you received for each course. If you took the course for more than one term, report only the LAST term grade you received. Convert numeric grades to the corresponding letter grades. Round to the closest letter grade if necessary. Select "No grade" if you have not yet completed a full term of the subject or if a grade was not awarded for the course.

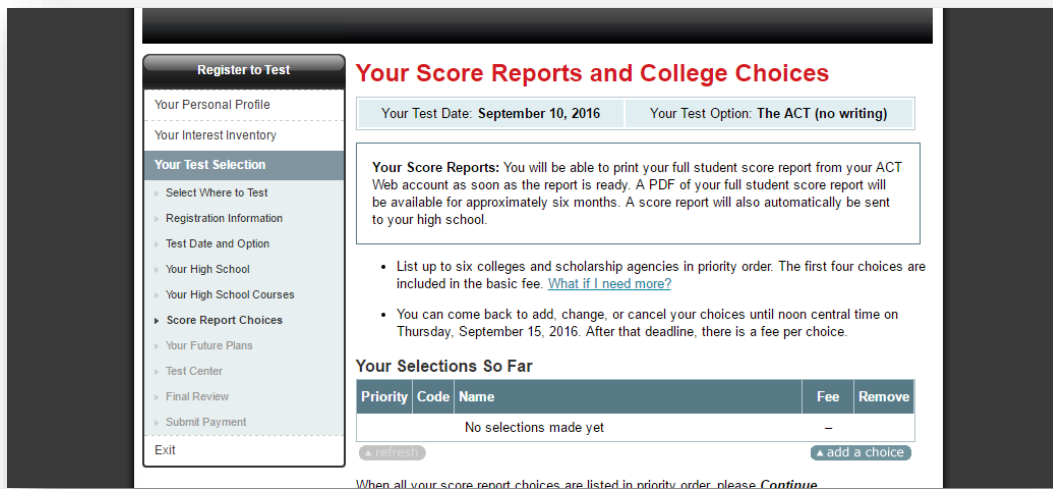
If you don't know your grades, plan to come back and enter them later.

**Courses You Have Taken or Are Now Enrolled In**

|   | A                                | B                     | C                     | D                     | F                     | No grade              |
|---|----------------------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| <b>English</b>                          |                                  |                       |                       |                       |                       |                       |
| English for 9th grade credit            | <input checked="" type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| English for 10th grade credit           | <input checked="" type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| English for 11th grade credit           | <input checked="" type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| English for 12th grade credit           | <input checked="" type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Other English course not reported above | <input checked="" type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |

### Step 9: Pick Colleges for Score Reports

In this section, the student will be allowed to select up to six colleges (including technical colleges, 2-year colleges, and 4-year universities) or scholarship agencies to receive their test scores. **The first four score reports are included in your registration fee.** Each college and/or scholarship agency is assigned a code that you can find by searching [ACT website](#). Additional score reports beyond the first four will require an additional fee.



The screenshot shows a web interface for selecting colleges for score reports. On the left is a navigation menu under 'Register to Test' with options like 'Your Personal Profile', 'Your Interest Inventory', and 'Your Test Selection'. The 'Your Test Selection' menu is expanded to show 'Score Report Choices' as the active option. The main content area is titled 'Your Score Reports and College Choices' and displays the test date as 'September 10, 2016' and the test option as 'The ACT (no writing)'. A text box explains that students can print their score reports and that the first four choices are included in the basic fee. Below this, two bullet points provide instructions on listing up to six colleges in priority order and the deadline for changes. A table titled 'Your Selections So Far' shows no current selections. At the bottom, there are 'refresh' and 'add a choice' buttons.

**Register to Test**

- Your Personal Profile
- Your Interest Inventory
- Your Test Selection**
  - Select Where to Test
  - Registration Information
  - Test Date and Option
  - Your High School
  - Your High School Courses
  - Score Report Choices**
  - Your Future Plans
  - Test Center
  - Final Review
  - Submit Payment
- Exit

**Your Score Reports and College Choices**

Your Test Date: **September 10, 2016**      Your Test Option: **The ACT (no writing)**

**Your Score Reports:** You will be able to print your full student score report from your ACT Web account as soon as the report is ready. A PDF of your full student score report will be available for approximately six months. A score report will also automatically be sent to your high school.

- List up to six colleges and scholarship agencies in priority order. The first four choices are included in the basic fee. [What if I need more?](#)
- You can come back to add, change, or cancel your choices until noon central time on Thursday, September 15, 2016. After that deadline, there is a fee per choice.

**Your Selections So Far**

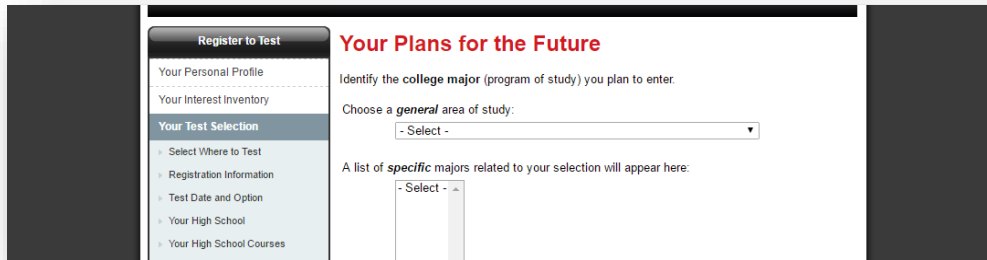
| Priority               | Code | Name | Fee | Remove |
|------------------------|------|------|-----|--------|
| No selections made yet |      |      |     |        |

refresh      add a choice

When all your score report choices are listed in priority order, please *Continue*

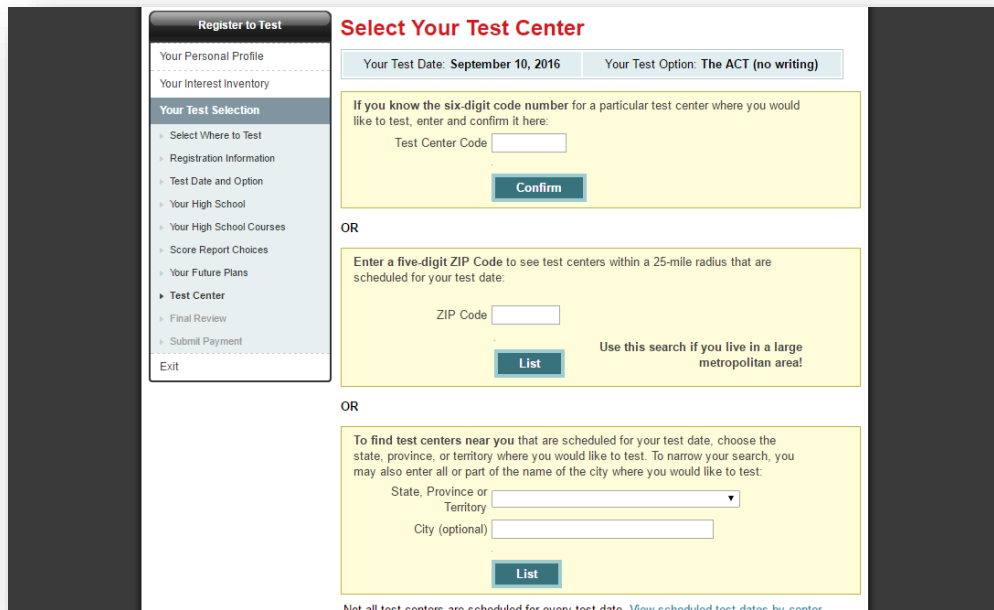
### Step 10: Identify Future Goals

In this section, the student will be asked to identify his or her plans for future study, including identifying a college major. A college major is a specified area of study (e.g., chemistry, English, etc.) that a student decides to focus a majority of his or her academic efforts. If the student is undecided, there is an “Undecided” option available to select. The student must select something in order to complete the registration.



### Step 11: Select Your ACT Test Site

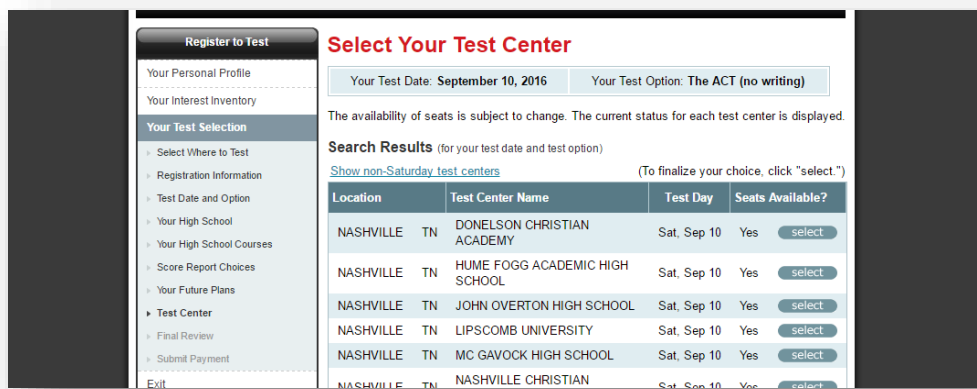
In this section, the student will select the site of his or her ACT test. Your student can find a site by typing in his or her zip code or selecting a state and city.



Afterwards, a list of potential test sites will appear. Depending on the student's preference, he or she can select the test site of their choice.

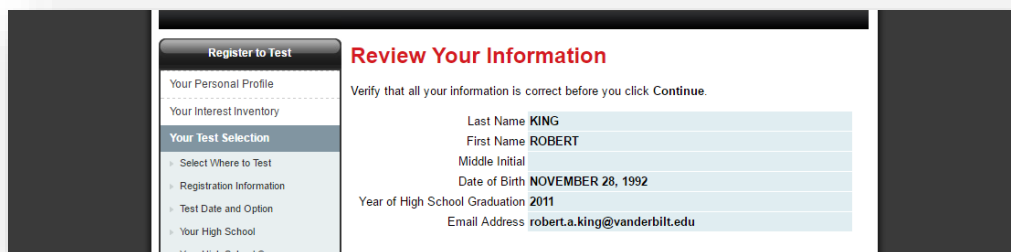
**Note:** If there are not seats available at the student's preferred site, the student will have to choose another testing site\*. When registering, it is important to note which site the student registers for and for the student to make a plan for how to get to and from that site on the test day.

\*A student may select a testing site in a neighboring state.



### Step 12: Review Information

Before paying for the test, the student will be asked to review all of the information that has been provided. If the student feels comfortable with all of the information provided, the student can click on the "Continue" button at the bottom of the page and start the payment process.

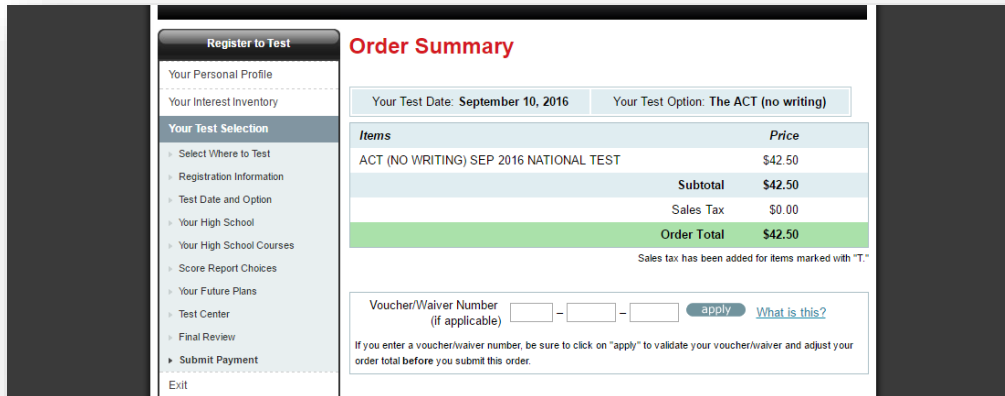


### Step 13: Make a Payment

After reviewing the registration information, the student will complete the registration by providing a payment for the test. **If your student is using a retake voucher, state voucher, or a fee waiver, the number on the waiver is the method of payment.** Your student's voucher or waiver will cover basic registration fees. However, the voucher or waiver will *not* cover late fees or the cost of other products.

After selecting "Submit," the student's registration will be complete.

**IMPORTANT!** Remember that the student will still need to upload a headshot photo after submitting a payment.



**Register to Test**

- Your Personal Profile
- Your Interest Inventory
- Your Test Selection**
  - Select Where to Test
  - Registration Information
  - Test Date and Option
  - Your High School
  - Your High School Courses
  - Score Report Choices
  - Your Future Plans
  - Test Center
  - Final Review
  - Submit Payment
- Exit

### Order Summary

Your Test Date: **September 10, 2016**    Your Test Option: **The ACT (no writing)**

| Items                                   | Price          |
|---|----------------|
| ACT (NO WRITING) SEP 2016 NATIONAL TEST | \$42.50        |
| <b>Subtotal</b>                         | <b>\$42.50</b> |
| Sales Tax                               | \$0.00         |
| <b>Order Total</b>                      | <b>\$42.50</b> |

Sales tax has been added for items marked with "T."

Voucher/Waiver Number (if applicable)  -  -  [apply](#) [What is this?](#)

If you enter a voucher/waiver number, be sure to click on "apply" to validate your voucher/waiver and adjust your order total before you submit this order.

Allow 2-3 weeks for shipping; typical delivery time is 7-10 business days.

#### Credit Card Information

Credit Card Type

Card Number  (no spaces or hyphens)

Security Code  [What is this?](#)

Expiration Date  /  (mm/yyyy)

Cardholder's Name   
(Enter cardholder's name exactly as it appears on the card.)

Please submit your request in a timely manner. This page will expire after a period of inactivity and your request will not be processed.

**Please be advised**

- After you submit your order **most fees** are not refundable.
- After you click the **Submit** button, if you have not previously uploaded a photo you will be prompted to upload one.
- Your registration will automatically be cancelled without a refund if you have not uploaded a photo by September 02, 2016.

**Submit**