Creating an account with ACT for 11th grade school testing

1. Go to: https://services.actstudent.org/OA_HTML/actibeCAcdLogin.jsp

2. Select Create Account. Please Note: If you have previously created an ACT account you can sign in that account and skip to step #7

3. Create your account by answering the following questions. Fields marked with an asterisk * are required.

4. You will then be asked to create a User ID and password.
   a. Your password must meet the following requirements:
      i. Must contain 3 of the following: Upper case letter, Lower case letter, A number or A symbol
      ii. Must not contain User ID
      iii. Must not contain more than 2 repeating characters
      iv. Must be at least 7 characters long

5. Next, you will be asked to sign up for parent reminders. This is OPTIONAL. To skip this step just leave it blank and click continue
6. "Your Information" will appear next. All fields marked with an asterisk * are required.
7. Once you have created your account and are signed in you will see this screen (pictured below) DO NOT click the red button in the middle of the screen that says "Register Now!" OHVA has already registered you for testing.
8. Click "Non-test to State and District" (see red arrow below and wording highlighted in yellow)
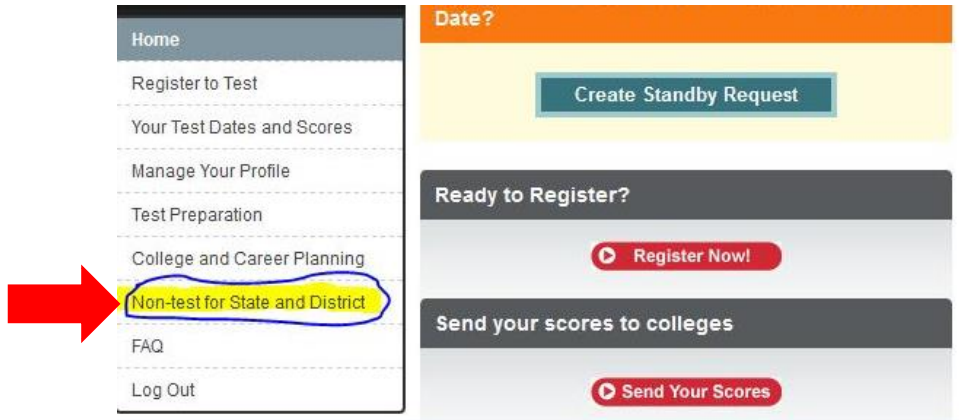
9. Enter your first name, last name and student code that was sent to you from OHVA. This code will be sent to you through the mail the week of Feb. 5th

10. Next, answer the following question "Who is providing this information?"

11. Then you will be asked to read the following Terms and Conditions

12. You will need to fill out your Personal Profile next.
    a. Under Personal Profile you will be asked to complete the following:
        i. Your Information- **some required questions with an asterisk** *
        ii. Your High School Summary-questions are optional, click continue to skip
        iii. Extracurricular Activities-questions are optional, click continue to skip
        iv. Background Information- **some required questions with an asterisk** *
        v. Your Interest Inventory
        vi. Your High School Courses-a response for each course is **required**, even if you have not taken it the course
        vii. Your High School Courses & Grades-questions are optional, click continue to skip
        viii. Attending College- **required** response
        ix. College Plans-questions are optional, click continue to skip
        x. College Interests-questions are optional, click continue to skip
        xi. Special Interests-questions are optional, click continue to skip
        xii. Paying for College-questions are optional, click continue to skip
        xiii. Your Future Plans--questions are optional, click continue to skip

13. Score Report Choices: You can choose up to 4 colleges to send your scores to for free. There is a fee to send scores after you receive your score results. It is recommended that you choose four colleges to send them to now. Otherwise, you will have pay to have these scores sent after you test.

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*.

Continue

14. Lastly, there will be a Final Review and then you will be finished.