Parent Registration Guide

HOW TO REGISTER YOUR STUDENT FOR A TEST

1. Go to firstgradetest.isaadallas.org.
   A list of scheduled proctored tests will appear on the screen.

2. On the list presented, select the test for which you wish to register your child.
   Click ADD TO CART

3. Cart window will pop up on screen. Click OK

4. Click CHECKOUT

5. Confirm the test listed in your shopping cart is correct. Click CHECKOUT
   The Account screen will appear.

   If you have an account, click SIGN IN
   Enter your e-mail address and password.
   Click SIGN IN

   If you need an account, click SIGN UP
   Fill in the requested information and reCAPTCHA.
   Click SIGN UP

   The Checkout Page will appear.

6. On the checkout page, enter the child’s first and last name and date of birth.
7. Select the check box acknowledging the test will be video proctored and recorded.

   ☐ I understand this test will be video proctored and recorded.

8. Select the check box for the schools to which you want your child’s test scores sent. You can change this later if needed.

   [Send Scores to]
   ☐ Hockaday

9. Enter a waiver code if you have been given one. Click [APPLY] to implement.

   [Have a Financial Waiver Code?]
   Code  [APPLY]

10. Enter payment details.

   [Payment Details]
   Name on Credit Card *
   [ ] Card number  [ ] CVV

11. Click [COMPLETE PURCHASE]

12. The purchase complete page will appear.

   [Purchase Complete!]
   Thank you! Please return to My Account on the test date and launch the test when instructed to by the test proctor.
   [RETURN TO TESTS]

13. If you wish to purchase another test, click [RETURN TO TESTS]

14. A confirmation e-mail will be sent for each registration completion.

15. Any questions, contact us at admin@admissiontestingsolutions.com.