

SSAT 考试注册报名操作指南

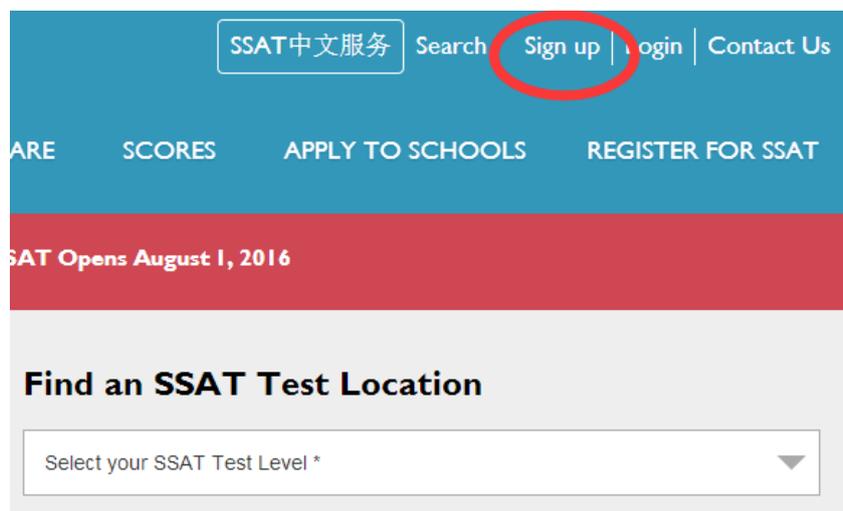
浏览器的选择

SSAT 英文官网 <https://ssat.org> 是 SSAT 考试报名的唯一通道，中国大陆地区有些浏览器无法打开该网址（例如：ie、360、火狐），如遇到网页打不开或者报名过程中终端的情况，建议更换成 2345 王牌浏览器或者搜狗浏览器。如仍有问题，请将网页错误信息截图，[发英文电子邮件给 info@enrollment.org](mailto:info@enrollment.org) 问询并要求处理。

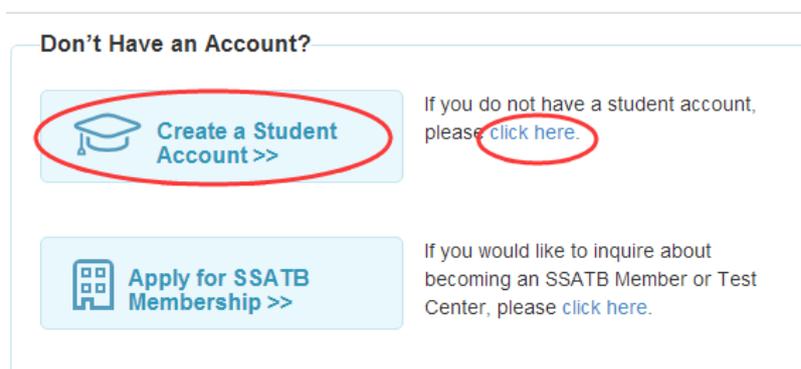
如何注册报名 SSAT 考试

首先：创建考生 SSAT 在线账户

1、登录 <https://ssat.org>，点击首页页面右上角的“Sign up”（创建账户）



2、跳出新页面后，右方出现“Create a Student Account”，单击该选项或选择右侧的“click here”即可进入注册页面



3、填写个人信息

1) **考生姓名:** 请按照护照上显示的名字填写。First Name 是名, Last Name 是姓, 这两项标注了星号*, 所以必须填写。

例 1: “李红” — First Name 里填 Hong, Last Name 里填 LI

例 2: “王小东” —— First Name 里填 Xiaodong, Last Name 里填 WANG

Student Name	
Student First Name *	<input type="text"/>
Student Middle Name	<input type="text"/>
Student Last Name *	<input type="text"/>

2) **家庭住址:** 星号*部分必填, 地址有三栏, 从小 (门牌号) 到大 (街道), 根据地址长短填写 1-3 行均可。

例: Room 601, Unit 1, Building #2,
555 Dongfang Rd,
Huangpu District,
Shanghai
200000

Permanent Home Address	
Country *	<input type="text" value="Select a Country..."/>
Street Address *	<input type="text"/>
Street Address - Line 2	<input type="text"/>
Street Address - Line 3	<input type="text"/>
City *	<input type="text"/>
Postal Code / Zip Code *	<input type="text"/>

3) **其它学生信息:** 生日、目前就读年级、性别、种族、英语是否为母语、目前就读学校类型、感兴趣的学校类型。根据下拉菜单中的内容, 对应实际情况选择。

Additional Student Details	
Date of Birth *	<input type="text" value="- Select Month -"/> <input type="text" value="- Select Day -"/> <input type="text" value="- Select Year -"/>
Current Grade Level *	<input type="text" value="Select a Grade Level..."/>
Gender *	<input type="radio"/> Male <input type="radio"/> Female
Ethnicity *	<input type="text" value="Select an Ethnicity..."/>
Native English Speaker? *	<input type="radio"/> Yes <input type="radio"/> No
Current School Type *	<input type="text" value="Select Current School T"/>
Interested In *	<input type="radio"/> Day Schools <input type="radio"/> Boarding Schools <input type="radio"/> Both

4) 设置 SSAT 账户用户名和密码

提示：用户名和密码成功输入后，请把用户名和密码记录下来并妥善保存，以免造成需要使用忘记等情况发生。

Account Details

Create Username *

Create Password *

Re-enter Password *

Your password must be at least 7 characters long and contain a non-alphanumeric character. Example of valid password: summer\$17

5) 学校咨询服务（非必选项，可不选）

如果勾选 Yes，意为同意接收 SSATB 成员学校发送的相关信息，信息包括学校活动、开放日通知、奖学金信息、申请材料等。

School Contact Service

By checking the box below, you (parent/guardian) agree to share your address and contact email with SSATB member schools. By participating in this service, you will receive information about school fairs, open-houses, scholarships, and admission materials. You also agree that SSATB may contact you to provide educational information and services from partner organizations and understand SSATB will not share your address and email with these third-parties.

Yes, I agree to be contacted by SSATB Member Schools

6) 父亲/母亲/监护人联系方式：名、姓、手机号（国家号 0086-手机号 13501012345）、电子邮件。（注：请记住所填邮箱地址，SSAT 考试相关信息会发送到此邮箱）

Parent/Guardian Consent

First Name *

Last Name *

Parent Phone Number *

Parent Contact Email *

Re-type Email *

North American numbers please include area code and phone number separated by hyphens.

International numbers, please include country code, city/area code, and phone number separated by hyphens.

THIS PARENT/GUARDIAN CONSENT FORM is being presented for consideration by the parent or legal guardian (referred to as "Parent/Guardian" or as "You") of a student ("Student") who is a minor child, under the legal age of consent (generally age 18), registering, applying for and seeking eligibility for an examination administered by Secondary School Admission Test Board ("SSATB"). This Consent Form is presented in an on-line format in connection with the completion and submission for the Student of an on-line examination registration and application to SSATB. Because it is presented on-line, the Parent/Guardian and SSATB are without the benefit of the direct personal interaction of representatives of SSATB and the Parent/Guardian, making it very important that the Parent/Guardian to pay close attention to the consent provided by agreeing to the terms and conditions of this Consent.

In connection with test registration, administration, and application services, SSATB will collect, use and disclose personal information regarding the Student and the Parent/Guardian, which will be disclosed to schools and other third parties in connection with application and inquiry services, if so authorized by the Parent/Guardian.

By clicking "I Agree" You, as the Parent/Guardian, are verifying that you are the parent or legal guardian of the Student on

* I agree to these terms and conditions

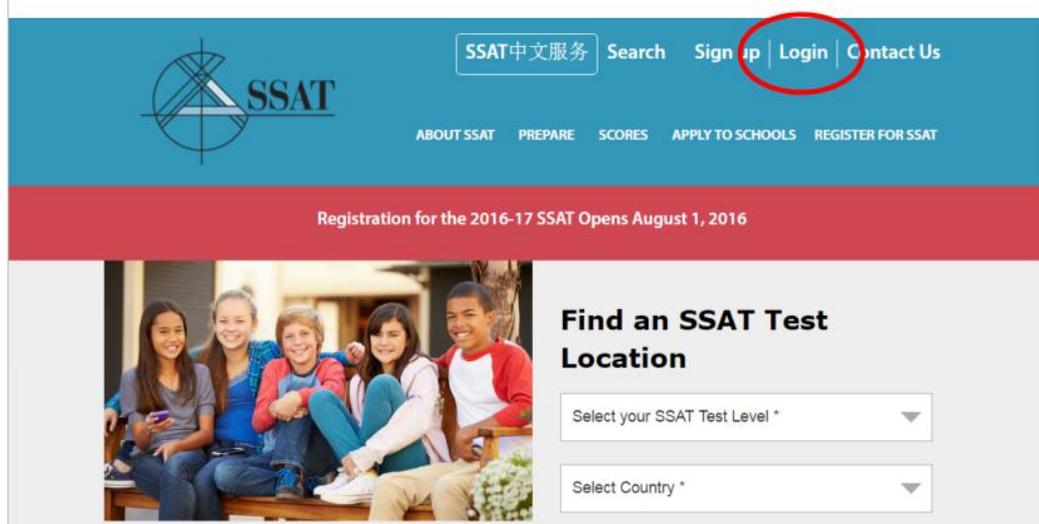
Submit

最后，阅读条款，在星号*处勾选同意条款，点击“提交 Submit”。

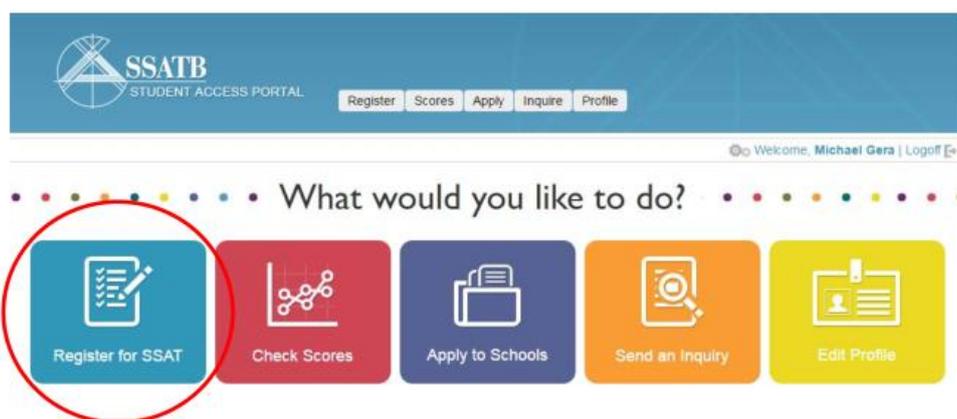
以上步骤完成，则代表着你已经成功创建 SSAT 在线账户。一个考生只对应一个账户，请妥善保管用户名、密码、登记的电子邮箱地址，以便日后登录在线账户进行后续考试、送分、申请等各项操作。

其次：报名注册 SSAT 考试

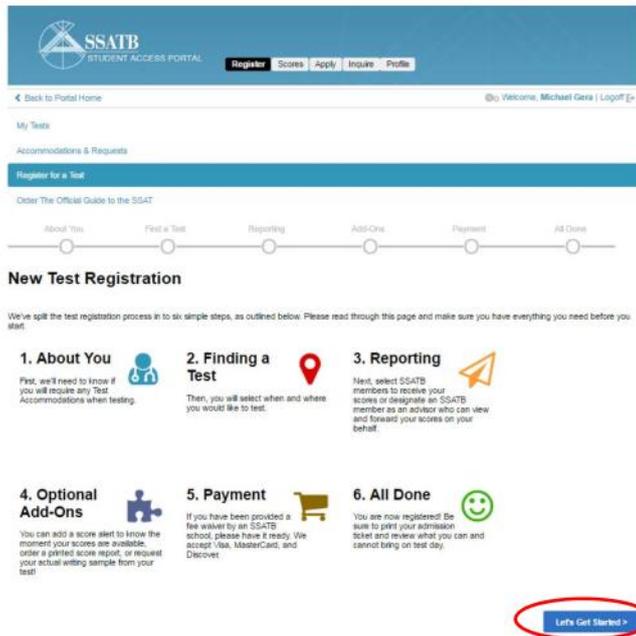
- 1、登录 <https://ssat.org> 点击网页右上角“Login”，进入考生个人 SSAT 账户。



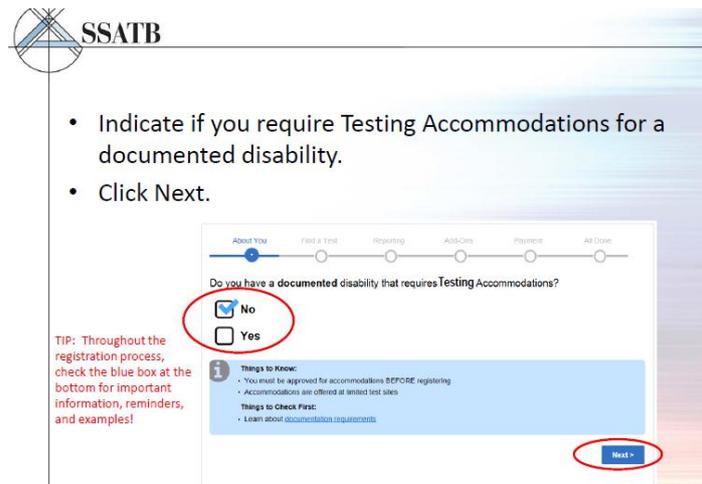
- 2、在个人账户页面选择“Register for SSAT”，点击进入。



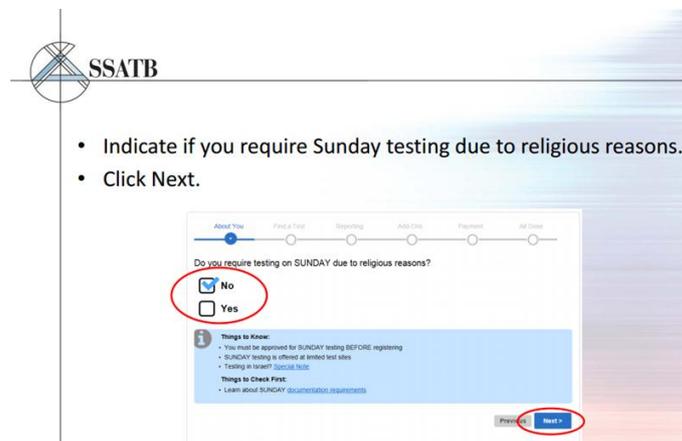
- 3、选择“Register for a test”后，页面会显示整个报名流程，总共 6 步。点击右下角“Let's Get Started.”开始报名。



4、此项为身体有疾病或残疾的学生提供的“特殊考试条件的考试”申请。对于大陆地区参考的考生无此服务，一般选择 No.



5、因宗教原因要求星期天考试，此条款不向大陆地区考生开放。选择“No”。



6、核对确认信息，确认无误后在方框内打“√”，点击“Next”进入下一步。

• 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 first.
- 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.

Confirmation

Understand that requesting Testing Accommodations or Sunday Testing in the future may require a test change (this applies if you may need to change your date and/or location).

Things to Know:

- Expecting to see an approved accommodation above? Please note that approved accommodations expire each year on July 31st!

Things to Check First:

- Learn about TESTING ACCOMMODATIONS @documentation_requirements
- Learn about SUNDAY @documentation_requirements

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7、勾选你报名参加考试的年级。

此选项中对于考生年级的选择有四点须知 **Things to know**（如图所示或对照报名系统）：

- ☞ 通常情况下（例：在读 6 年级，申请 7 年级），选择你的在读年级（而非你要申请的年级）。
- ☞ 重复读同一年级的考生（例：在读 7 年级，申请 7 年级）应该比在读年级低一个年级报名。
- ☞ 考生允许报名其它年级（非在读年级）的 SSAT 考试，用来了解你在不同年级的情况。
- ☞ 如果你仍然不确定报考年级，请与你所申请的学校取得联系。

Indicate your CURRENT grade – the grade you are in now.

Click Next.

Please indicate your current grade (this will indicate which test level you take):

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>						
Elementary Level			Middle Level		Upper Level					

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.

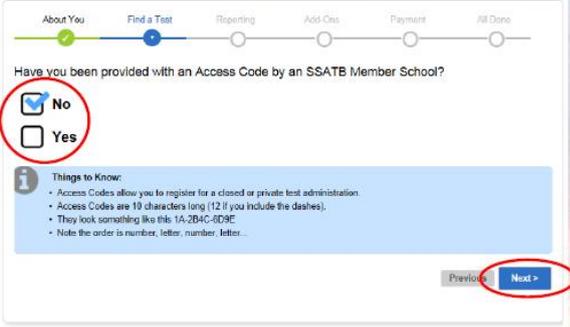
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8、你是否有 SSATB 成员学校提供的 Access Code，根据实际情况勾选。



SSATB

- Indicate if you have been provided with an Access Code.
 - If you select Yes, a field will appear for you to enter it.
- Click Next.



9、选择考试时间和地点

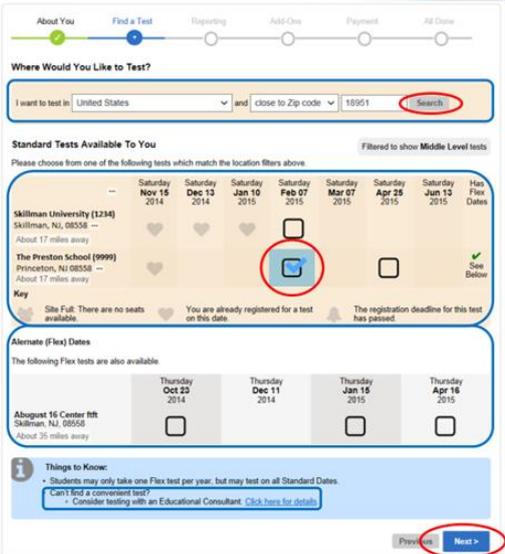
在国家栏选择中国，点击 search，下面会出现中国大陆地区开放的各个考点以及考试时间。勾选你要参加的考试时间和地点。

注：Open Flex Tests 是指 8 个标准化考试日期以外的 1 次弹性考试，每个考生每个考试年度（8 月 1 日~次年 7 月 31 日）只可以选择 1 次，但需要提前申请。中国大陆考区目前还不适用。此栏不选。点击 Next 进入下一步。



SSATB

- You will now select a date/site.
The search defaults to the location in your student account.
- You may change the location and click "Search."
- Standard Tests display here:
A student may test on all 8 Standard dates.
If a site is full, if the deadline has passed, or if you have already registered for a date, an icon will appear.
- Open Flex Tests display here:
Any Flex tests open to the public appear here.
A student may take only 1 Flex from Aug 1st to July 31st.
- Can't find a convenient test?
Consider taking a Flex test with an educational consultant. Note that additional fees may apply.
- After you select a test, click Next.



10、是否要添加成绩接收方

报名时添加成绩接收方，成绩一出来会直接发送给学校。

- ☞ 如需此时添加，则选择 Yes，在下栏填写学校名字。右侧栏目的删除选项可对已添加学校进行删减。
- ☞ 如此时不添加，则选择 No，可以选择其他时间（考前、考完试但成绩出来之前或成绩出来之后再添加）。

SSATB

- Indicate if you would like to add Score Recipients.
These schools will receive your scores as soon as they are released.
- If so, type the SSATB Member'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.

11、是否要添加 “Score Advisor” 接收成绩

Score Advisor 是你所在学校的升学顾问或者教育咨询机构的专职顾问，有权代表你查看并寄送你的成绩，一般所在机构为 SSATB 的会员单位（国外私校比较普遍，国内的个别国际学校有此类的角色）。此项按考生实际情况勾选并添加。

SSATB

- Indicate if you would like to add a Score Advisor.
Select "Yes" if you are working with a placement director at your school, or if you are working with an educational consultant. If not, Select "No."
- If so, type the SSATB Member'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.

12、此项为成绩提醒服务

邮件提醒（22 美金），短信提醒（22 美金）

寄送纸质成绩单（平邮 25 美金，联邦快递 35 美金）

备注：成绩单电子版会保存在考生 SSAT 个人账户，添加申请学校后，系统会自动发送给学校。一般情况无需纸质成绩单。需要纸质成绩单时可再通过个人账户付费获得。

SSATB

- Indicate if you would like to add a Score Alert option.
Score alerts let you know the moment your scores are released online.
- Indicate if you would like an Add-On Score Reporting Option.
Note: Score reports are delivered online to your SSAT account at no cost.
- Click Next.

Score Alert Options Find out the MOMENT scores are available

Would you like a score alert sent to you via email? \$22

No
 Yes

Would you like a score alert sent to you by text message? \$22

No
 Yes

Score Reporting Options How will you receive your scores?

Would you like your scores mailed to you in the mail/post?

No thanks
 Yes, by regular mail \$25
 Yes, by FedEx Priority Overnight * \$35

* FedEx International Priority is used when delivering outside the U.S.

Things to Know:

- You can access your Score Report FREE through your SSAT account.
- These score reporting options do not provide rush scoring.

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13、是否需要购买当此考试写作内容电子版

你接收到的成绩单不包含当天你的写作内容。但是，学校会收到你的写作内容。如果你个人想要一份，可购选 Yes，支付 22 美金获得。不需要的话，选 No。

SSATB

- Indicate if 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.

Order a Copy of Your Writing Sample

Would you like a copy of your Writing Sample? \$22

No
 Yes

Things to Know:

- A copy of your writing sample is NOT included with your score report unless you choose to purchase it.
- Includes both the prompt and your handwritten response.
- Click [here to see a full sample!](#)
- This is not a practice service delivered before testing.

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

14、是否需要购买 SSAT 官方考试指导

考试指导中包含两套完整练习题和考试指南，因海关因素，国际邮寄从购买到送达一般需要一个月的时间，请根据个人时间安排选择是否购买。8-11 年级选高级；5-7 年级选中级。

SSATB

- Indicate if you would like to purchase the SSAT Official Guide
The Official Guide to the SSAT contains practice tests and guidance, and was written by the SSAT professionals that create the SSAT.
- Click Next.

SSAT's Official Guide

Would you like a copy of the Upper Level Official Guide (grades 8-11)?

No thanks
 Yes, by Priority Mail
 Yes, by FedEx Overnight *

Would you like a copy of the Middle Level Official Guide (grades 5-7)?

No thanks
 Yes, by Priority Mail
 Yes, by FedEx Overnight *

* FedEx International Priority is used when delivering outside the U.S.

Things to Know:

- Each level includes 2 full-length practice tests.
- Click here for [Middle Practices](#). Click here for [Upper Practices](#).
- Price includes shipping. Each level sold separately.
- Free Elementary Level Official Guides are available below:
 - [Grade 3 Guide](#)
 - [Grade 4 Guide](#)

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15、核对信息，如有错误信息，可点击“Edit”进行修改。若正确无误，点击下一步确认，然后进入付费页面。

SSATB

- 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.
Some changes may require you to reselect items other than the information you are changing.
- Click “Proceed To Payment.”

Confirm Your Choices

Please carefully check the information below before you proceed to payment as SSATB does not offer refunds.

About You [Edit](#)
You have told us that you don't require any Testing Accommodations.

Score Advisor [Edit](#)
You chose not to elect a Score Advisor at this point.

Your Test
Test Date: Saturday, February 7, 2015 [Edit](#)
Test Location: The Preston School, 1 Main Street, Princeton, NJ [Edit](#)
Exam Level (Grade): Middle (8th) [Edit](#)

Score Recipients [Edit](#)
• Tom's School

Additional Services
✓ Score Report by Mail [Edit](#) FedEx [Edit](#)
✓ Score Alert by Email [Edit](#)
✗ Score Alert via SMS [Edit](#)
✗ Writing Sample [Edit](#)
✗ Official Guide (Middle Level) [Edit](#)
✓ Official Guide (Upper Level) [Edit](#) FedEx [Edit](#)

Things to Know:

- Check your information carefully.
- SSAT does not offer refunds.

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16、支付页面，信用卡支付（visa 或者 master 都可以）

- ☞ Fee Waiver code（免费代码）是 SSATB 的成员学校提供给考生的，如果你有免费代码，可输入。如代码，则不填。
- ☞ Billing Address 指你的信用卡账单地址，用拼音填写即可。
- ☞ Shipping Address 一般由系统自动填写好，也就是你创建账户时填写的地址。
- ☞ Card Details 分别填写信用卡卡号，有效期，卡背面三位数字。

☞ 以上信息检查无误后，点击 Submit Payment 提交支付。

SSATB

Next, you will submit payment.

If you have received an SSAT Fee Waiver code from an SSATB Member, 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."

Your Chosen Test

Test Date: 2/7/2015
Test Center: The Pacific School
Admin: Admin@ssatb.com
Admin: Admin@ssatb.com

Your Basket

Item	Quantity	Price
2014-2015 MU 9999 2015-02-07 STAN	1	124.00
The Official Guide to the SSAT (Upper Level) (FedEx)	1	70.00
Score Report (FedEx)	1	35.00
Score Alert (Email)	1	22.00
Total		251.00

Billing Address

First Name:
Last Name:
Address:
City:
State:
Zip:
Phone:
Country:

Shipping Address

First Name:
Last Name:
Address:
City:
State:
Zip:
Phone:
Country:

Card Details

Card Number:
Exp. Date: /
CVV:

17、支付成功，SSAT 考试注册报名完成

点击“Download Your Admission Ticket”（下载准考证），将此 pdf 格式的准考证保存在你的电脑中。考试当天必须将此准考证的打印件和护照原件带到考场。建议考生仔细阅读准考证上的所有信息，提前做好准备。

如果你需要再注册报名另外一次 SSAT 考试，则点击“Register For Another Test”重复以上步骤再次报名。

SSATB

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!

Your order has been processed successfully.
Transaction ID: 123456789123

Student Name: Megan Gera
Test Date: 2/7/2015
Test Center: calcenter1eam

Order Details	Quantity	Amount (USD)
2014-2015 MU 9999 2015-02-07 STAN	1	124.00
The Official Guide to the SSAT (Upper Level) (FedEx)	1	70.00
Score Report (FedEx)	1	35.00
Score Alert (Email)	1	22.00
Total		251.00

Download Your Admission Ticket

Register For Another Test

You should receive a receipt via email shortly.

Return to the homepage

若创建账户及报名考试过程中遇到本文未提到的问题，请致电 SSAT 中国考试管理中心进行咨询。
电话：021-63306793（周一~周五：9：00—17：00）

也可关注 SSAT 官方微信号：[SSATCHINA](#) 或者扫描以下二维码，在线留言咨询。

