How To Register for the TEAS® Assessment

You can now register for the TEAS® Assessment through our Online Store. How you access the Online Store depends on whether or not you currently have an ATI Student account.

- Create a New Account to Register for the TEAS® Assessment
- Use a Current Account to Register for the TEAS® Assessment
- Enter the Assessment ID

Create a New Account to Register for the TEAS® Assessment

If you are not a current user on www.atitesting.com you must create a new account to access the student portal or make a purchase at ATI's online store. Follow the steps below to create a new account.

1. From the atitesting.com home page, click one of the following Create an Account buttons:
   - In the Secure Sign On pane located below the Password field
   - In the top menu bar to the right of the Search box.
The following Registration screen displays:

2. Enter your information into the fields in the form. Fields in **blue** are required.
3. Read the information under Subscriptions, Updates, & Notes.
4. Determine if you want to allow ATI to use your information and send you account information as described.
   - Select the **Yes, I consent** checkbox to allow ATI to use your information.
   - Clear the **Yes, I consent** checkbox to prevent ATI from using your information.
5. Click the ATI **Privacy Policy** link to review the Privacy Policy. When you are finished, close the window to return to the Registration form.
6. Select the **Yes, I Agree** checkbox and then click **Register**. The Welcome to ATI window opens.
7. Click the Getting started button associated with the first option under number 2.

**Use a Current Account to Access the Online Store**

1. From the atitesting.com home page, do one of the following:
   - Click the Online Store link in the upper right corner.
   - Log in with your Username and Password, and then from the Student Home page, click the Online Store link in the menu bar in the upper right corner.

The ATI Store page displays.
2. In the *Register for* column, click **TEAS®**. The Registration page displays...
3. From the State and City lists, select the location where you want to sit for the assessment, and then click Next. The Browse Sessions screen displays.

![Browse Sessions Screen]

**Note:** If you need assistance, click Help. The following Registration Help screen displays.

![Registration Help Screen]

Select a program type (if any), enter your expected graduation month and year (if any), and provide the details of your inquiry. Then click Submit. A response to your inquiry will be sent to your e-mail address.
4. Do one of the following to register for a session:

- Click the **Register** button associated with the session for which you are registering.
- Click the **Learn More** button to open the Product Details window to view details about the session. In the **Quantity** field, change the number of assessments you are ordering, if appropriate, and then click **Register** to add this session to your online shopping cart.

After you click Register, the following window displays:

I understand all TEAS test registrations are final and will not be rescheduled or refunded.

[Yes] [No]
5. Click **Yes** to continue. The Your Shopping Cart page displays.

![Your Shopping Cart](image)

**IMPORTANT:**
ATI does not offer refunds. Damaged or defective products will be replaced if sent back to ATI within 30 days of purchase. Please call Customer Service at 1.800.667.7531 for more details.

6. Review the information on the screen. At this point, you have the following options:

- If you want purchase items and/or additional sessions, click **Continue Shopping** to return to the Online Store. Go back to step 2 to choose another TEAS Assessment location or browse the store for the items you want to purchase.

**Note:** Supporting TEAS items, such as study aids and transcripts, are available from the ATI Online Store. Enter **TEAS** in the **Search** field and then click **Go** to display all TEAS-related items.
• If you do not want to purchase the designated assessment, click **Remove this Item.** The session is removed from your Shopping Cart. Click Continue Shopping to return to the Online Store. Go back to step 2 to choose another TEAS Assessment.

• If all the information is correct and you do not want to purchase additional items, click **Check Out.**
  - If you are not already logged in to the system, you are prompted to either log in or create an account. Go to ?? for more information on this step.

  ![Member Sign-in](image)

  ![Secure Checkout](image)

  - If you are already logged in to the system, the Secure Checkout: Address screen displays.
7. Enter/confirm your mailing address and provide any additional information. If your billing address is different from the shipping address, clear the check box. Enter the Shipping Address information and then click **Proceed to Payment Details**. The Secure Checkout: Payment Details screen displays.

**Note:** If any required information has not been filled in, you will be prompted to provide the information before you are allowed to continue to the next screen.
8. If you have a Promotion Code, enter it into the Promotion Code field and then click **Apply Code**. Otherwise, go to the next step to enter Payment Information.

9. Enter the following Payment Information and then click **Submit**.
   - In the *Card Number* field, enter the 16-digit card number from a VISA, Master Card, American Express, or Discover card.
   - In the *Expiration Date* field, select the month and year of the card’s expiration date.
• In the Security Code field, enter the three-digit code from the back of the credit card.
• Read the information to the right of the checkbox and then select the checkbox to verify that your order is correct and that you have read and agree to the terms of your purchase.

Note: Click Edit Address to change the billing and/or shipping addresses for your order.

After you click submit, you will receive a Customer Receipt, which includes any additional instructions for your assessment. Your receipt will also be emailed to you to the email address listed in your profile.
Enter the Assessment ID to take the Assessment

1. Click **Home** at the top of the page to go to your ATI Account.

2. On the ATI Testing Home Page click **Go To Student Home Page**.

3. Click **My Products** to open the My Products page.
4. In the *ID* field, enter the Assessment ID for the TEAS V provided by your proctor and then click **Submit**.