

HOW TO REGISTER YOUR CHILD

Click on the link below to register your child for HAST and complete the application form:

URL <https://higherability.acer.org/intro/1413>

Follow the steps below to register your child:

1. Create a Parent Account
2. Complete all sections with *
3. Tick the box once you have read and agreed to ACER Terms and Conditions
4. Click Register
5. Email confirmation received:

Dear Parent,

Thank you for creating an account to use ACER HAST.

To log in to your account, go to <https://higherability.acer.org>.

Please use the email address as your username and the password you specified when creating the account to login.

Kind regards,

ACER HAST team

6. Go to the HOME tab
7. **Log in** to your parent account
8. Add your child to your account by clicking **Add Child**.
9. You may add a Secondary Contact at this step but please be aware that registration system communications will go to the primary contact email only. Click Submit
10. Once your child is listed on the Dashboard tab, click **Apply for HAST** in the Action column beside their name.
11. Enter the school in 'School and Program'
12. Choose school level (Level 1 is correct).
13. Start registration
14. Complete all sections with *
15. Click on **Save & next page**
16. Select practice materials if required (these are downloadable pdfs)
17. Payment Summary - Click **Submit** to enter credit card details to complete the application.

18. Once you have paid you will receive two emails: a Tax Invoice/receipt, and a Registration Confirmation with an attached letter from the school that includes instructions for the testing day. If you do not automatically receive this, please check the junk mail for the email address used to create your parent account.
19. If you have also purchased Practice Materials you will receive an additional email with instructions to download. Purchased PDFs appear for download in your **Practice Materials** tab but depending on your browser, the pdf may only appear in the Downloads folder of your computer.
20. Your registration will remain “Incomplete” until you have made payment and received the two emails. If you don’t receive either email, contact hast@acer.org
21. If you start a registration and then ‘Save for later’, you do not need to restart the application when you log in again.

Go to **Applications** at the bottom of your Dashboard and find your child’s name. Click **Edit** in the **Actions** column to the right of their name and continue with the application.

Need help?

If you have any queries about the online application system, please contact the ACER HAST team via hast@acer.org or call 03 9007 2037.