

HiSET[®]

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Classification: Public

Registering Managed Accounts

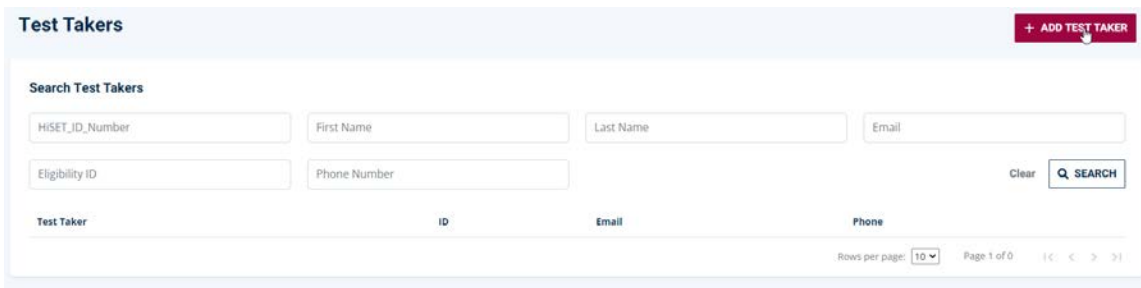
MANAGED ACCOUNTS ARE ACCOUNTS CREATED ON BEHALF OF TEST TAKERS THAT CANNOT MANAGE THEIR OWN ACCOUNTS FOR REGULATORY REASONS.

Examples of Test Takers that may require managed accounts would be those at corrections or rehabilitation facilities or students utilizing the Options Program.

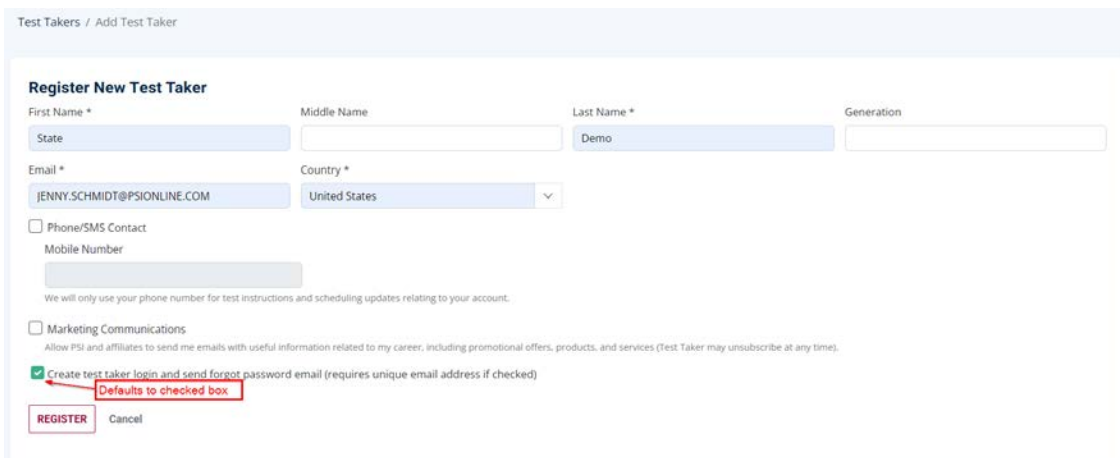
Test takers with managed accounts will not have the opportunity to create a password at registration and all communication for the test taker will go to the email provided by the account manager. If you are the manager, it may be your email address OR the email address your organization is using for managed accounts.

Test Takers with managed accounts should be provided their HiSET ID number and other details to allow the Test Taker to claim the account as needed when it is released.

- 1) From the TCA Portal select “Add Test Taker.”



- 2) Enter the candidate’s first and last name, your email address OR the email address your organization is using for managed accounts, and select your country from the drop-down.



Please note, the checkbox that denoting, “Create test taker login and send forgot password email (requires unique email address if checked)” defaults to being selected. Please deselect the box.

- 3) Once deselected click "Register."

Test Takers / Add Test Taker

Register New Test Taker

First Name * Middle Name Last Name * Generation

State Demo

Email * Country *

JENNY.SCHMIDT@PSIONLINE.COM United States Minor Outlying Islands

Phone/SMS Contact

Mobile Number

We will only use your phone number for test instructions and scheduling updates relating to your account.

Marketing Communications

Allow PSI and affiliates to send me emails with useful information related to my career, including promotional offers, products, and services (Test Taker may unsubscribe at any time).

Create test taker login and send forgot password email (requires unique email address if checked)

REGISTER Cancel

- 4) Once registered a confirmation box will appear in the right-hand corner and the Test Taker's PSI-generated HiSET ID number will appear in the box.

PSI Testing Excellence Client Portal Roger Creek

HiSET Montana Test taker registered

Test Takers

+ ADD TEST TAKER

Search Test Takers

HiSET_ID_Number: HIS0010199 First Name Last Name Email

Eligibility ID Phone Number Clear SEARCH

Test Taker	ID	Email	Phone
State1 Demo2	HIS0010199	JENNY.SCHMIDT@PSIONLINE.COM	

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- 5) Please make note of the Test Taker's HiSET Number for future reference. You may also click on the Test Taker's name to review their registration and create their first booking.

Test Takers / State1 Demo2

State1 Demo2 - HiSET_ID_Number: HIS0010199 ACTION

Address: UM Opted for Email: No

Email Address: JENNY.SCHMIDT@PSIONLINE.COM Opted for SMS: No

Phone Number: Last Login:

Account Created On: 10/11/2022

Tests Registrations

This test taker is not scheduled for any tests. [Create a new booking](#)