

How to Book your Test Session with Proctor U

1. **Create an account** with the remote proctoring provider (please use link provided here, do not go to the main Proctor U page). Enter your details and 'Create Account'. **You MUST use the same email address to create your ProctorU account as you used to register with ACER.**

If you already have a Proctor U Account but it was not created for sitting a STAT Test please do the following:

[Log in](#) to your ProctorU account. Click on 'edit account' under personal setting. On the next page, click on 'add enrolment' under enrolment. Select *Special Tertiary Admissions Test (STAT) - ACER*. Click on the 'update account' tab at the bottom. Once you have done this, go back to the 'home page' for your ProctorU account.

2. **Schedule your test session.**

Click on the 'Schedule New Session' button.

Select 'Special Tertiary Admissions Test' as the institution and the relevant choices for 'term' and 'select your exam' (Special Tertiary Admissions Test).

Your test session can be scheduled to take place any time of day or night within the current test window.

Please ensure you select the correct time zone for your location.

Register for each required test component separately (eg Multiple Choice and Written English as two separate test sessions) (allow at least one hour in between back to back test sessions).

Pre-test procedures can take between 30 minutes to one hour (this does not count towards your test time).

3. You **should have already performed the [Equipment Test](#)** using the computer that you intend to sit the test with at the location that you will be doing the test from. You **MUST** also "Connect to a live person" on the same page to ensure that your computer complies with the technical requirements. **It is your responsibility to ensure that your computer meets the minimum technical requirements and passes the above tests.** This is to avoid unnecessary delays/issues on your test day.
4. **Download and install the Test Security App** to your computer **BEFORE** your scheduled STAT test session(s) via your [ACER online account](#) (Online Test Registration tab). Do not login or run the Security App until your scheduled test session.

Your Admission Ticket contains your username to access your online test. Your online proctor will run the Security App and enter the password for you after the pre-test procedures have been completed for your test session.

On test day, login to your Proctor U Account (not your ACER Account). Please download and read the [STAT Online Test Step-by-Step Guide](#) from the website before test day.

Due to COVID-19 candidates may experience up to a 30 minute wait time to connect to a proctor during peaks scheduling times. Please understand these are extenuating circumstances and ProctorU will do everything possible to keep their wait times as low as possible but cannot guarantee low wait times.