Schedule a Closed Flex Test
Log into your MAP

- Go to enrollment.org and click on LOGIN in the top right corner of the webpage. This will direct you to the Member Access Portal page, where you can log in. Or click [here](#).
- Enter your user name and password
Select the Testing link
Select Your Test Center & Click on Schedule a Test
Set Test Details

Select test type as Flex, select exam level, and indicate Closed Flex. Then, indicate the number of test materials that will be needed and select a test date.
Set Test Details (Cont’d)

Then, select the test administrator and seating capacities for those with and without testing accommodations. Enter any special instructions, including start time, confirm your shipping address, and click Submit.
Confirmation

Review the confirmation to ensure everything is correct. If you made an error, click Delete Test and schedule the test again. Make note of the access code so you can provide it to test takers. Test takers will only be able to register for this test if they have the access code.

![Image of test confirmation page]

This access code will be stored for your reference on your test center homepage.

SSAT Academy

2L-0D0T-8X5L

Flex
Middle/Upper
4/8/2015
No
2
2
4
2

Bring extra pencils!
SSAT Staff
555-1212
lvoneuw@ssat.org

862 Route 518
Skillman, NJ 08558
United States

Your shipment order for 5 middle grade books and 10 upper grade books has been submitted. You will be notified when the shipment is sent.

Changes/cancellation of this test date is not permitted after the first student registers.

Please refer to your test management homepage to view, edit or batch register this test.

Please call SSATB if you need further assistance ☎ 609-883-5558.
Notes

• If you do not order materials at the time of scheduling a test, remember to do so later allowing at least one week for processing and shipping.

• If you lose the access code, you can log on to your MAP to view the test details including the access code.

• You may not cancel a test if there are any students registered.

• Monitor your roster online to see who is registered.