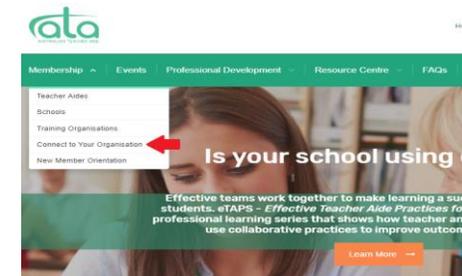
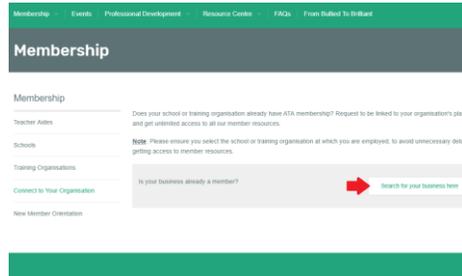
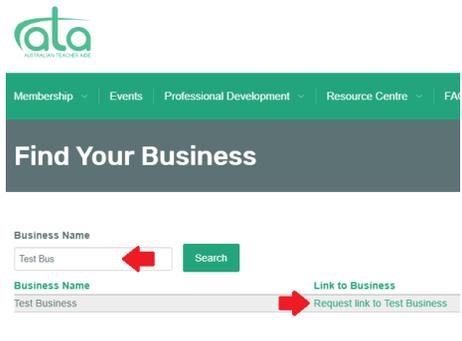
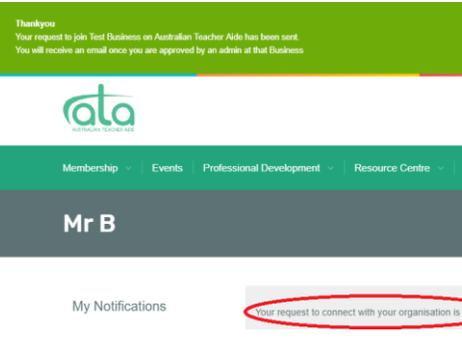
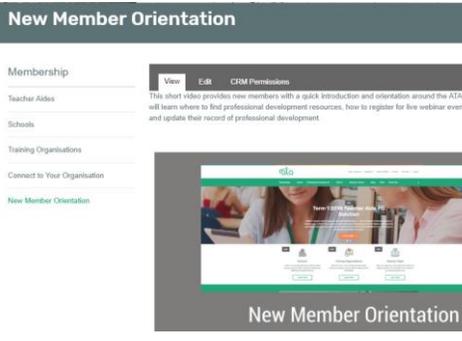


# How to create a personal account with ATA and link to your school's membership

(N.B: If you are already an ATA subscriber, please skip to Step 9)

<p>1</p>	<p>2</p>	<p>3</p>	<p>4</p>
<ul style="list-style-type: none"> <li>● Go to the <a href="#">Australian Teacher Aide website</a></li> <li>● Select <b>Member Login</b></li> </ul>	<ul style="list-style-type: none"> <li>● Select <b>Create New Account</b></li> </ul>	<ul style="list-style-type: none"> <li>● <b>Create new account</b> by entering your personal details. Select <b>Register</b></li> </ul>	<ul style="list-style-type: none"> <li>● <b>Check your inbox</b> for your Username and Password</li> </ul>
<p>5</p>			
<ul style="list-style-type: none"> <li>● Click on the <b>link</b> now to create a new password</li> </ul>	<ul style="list-style-type: none"> <li>● Enter your new password</li> <li>● Confirm password</li> <li>● Select <b>Change password &amp; Log in</b></li> </ul>	<ul style="list-style-type: none"> <li>● Go to <b>My Portal</b> to select your interest groups, manage personal details, and view or download certificates (if applicable)</li> </ul>	<ul style="list-style-type: none"> <li>● <b>Great work!</b> You have now created your personal account.</li> <li>● <b>Proceed to step 10</b> to link to your school's membership account.</li> </ul>

<p>9</p> 	<p>10</p> 	<p>11</p> 
<ul style="list-style-type: none"> <li>● Go to the <a href="#">ATA website</a></li> <li>● Select <b>Member Login</b></li> <li>● Enter username and password</li> </ul>	<ul style="list-style-type: none"> <li>● Select <b>Membership</b></li> <li>● Choose <b>Connect to your Organisation</b></li> </ul>	<ul style="list-style-type: none"> <li>● Select <b>Search for your business here</b></li> </ul>
<p>12</p> 	<p>13</p> 	<p>14</p> 
<ul style="list-style-type: none"> <li>● Enter the name of your school or training organisation and click <b>Search</b></li> <li>● <b>Request link to</b> school or training organisation</li> </ul>	<ul style="list-style-type: none"> <li>● Your request will be sent to your Business Administrator for approval</li> <li>● Once approved, you will receive a notification confirming your member status</li> </ul>	<ul style="list-style-type: none"> <li>● <b>Congratulations!</b> As an ATA member you now have access to all ATA professional development resources and will be able to participate in member-only events</li> <li>● View the <a href="#">New Member Orientation</a></li> </ul>
<p><a href="https://www.australianteacheraide.com.au/">https://www.australianteacheraide.com.au/</a></p>		