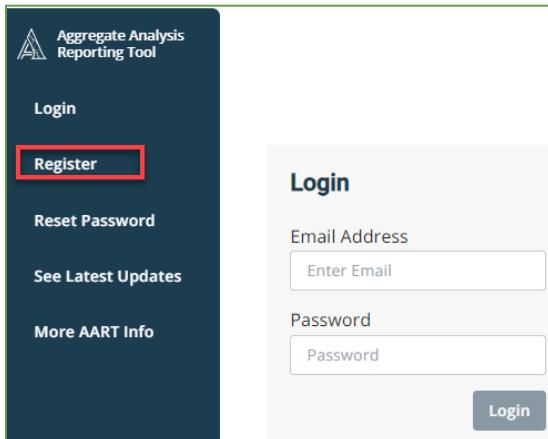


Registering for Access to AART

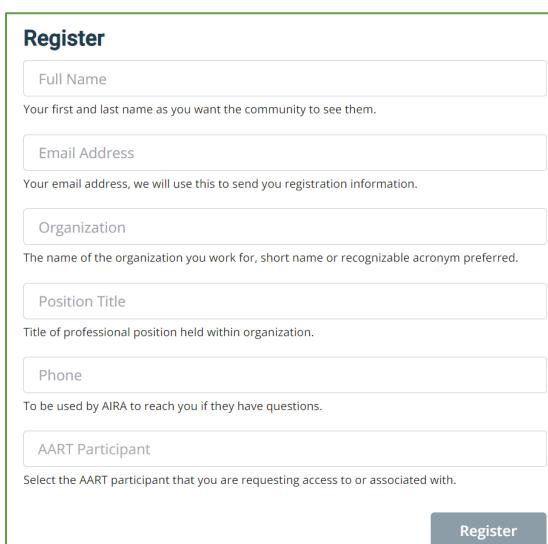
Instructions

1. Go to the AART login page: <https://app.immregistries.org/aart/home/>.
2. Select **Register** from the left-side menu.



The image shows the AART login interface. On the left, a sidebar menu includes 'Login', 'Register' (which is highlighted with a red box), 'Reset Password', 'See Latest Updates', and 'More AART Info'. The main area is titled 'Login' and contains fields for 'Email Address' (with placeholder 'Enter Email') and 'Password' (with placeholder 'Password'), along with a 'Login' button at the bottom.

3. Enter the following details:
 - a. Full Name
 - b. Email Address
 - c. Organization
 - d. Position Title
 - e. Phone (must be 10 digits)
 - f. AART Participant - select the appropriate jurisdiction, organization or IIS Vendor you are requesting access to or are associated with



The image shows the AART 'Register' page. It contains six input fields with labels and placeholder text: 'Full Name' (placeholder: 'Your first and last name as you want the community to see them.'), 'Email Address' (placeholder: 'Your email address, we will use this to send you registration information.'), 'Organization' (placeholder: 'The name of the organization you work for, short name or recognizable acronym preferred.'), 'Position Title' (placeholder: 'Title of professional position held within organization.'), 'Phone' (placeholder: 'To be used by AIRA to reach you if they have questions.'), and 'AART Participant' (placeholder: 'Select the AART participant that you are requesting access to or associated with.'). A 'Register' button is located at the bottom right of the form.

4. Click the **Register** button.

5. Read and sign the agreement information by entering your first and last name at the bottom of the screen, then click **Agree**.

a. *Note:* You must enter the same first and last name entered on the registration screen.

9.11. **Amendment.** Provider may amend this Agreement from time to time by posting an amended version at its Website and sending Customer written notice thereof. Such amendment will be deemed accepted and become effective 30 days after such notice (the "Proposed Amendment Date") unless Customer first gives Provider written notice of rejection of the amendment. In the event of such rejection, this Agreement will continue under its original provisions, and the amendment will become effective at the start of Customer's next Term following the Proposed Amendment Date (unless Customer first terminates this Agreement pursuant to Article 10, Term & Termination). Customer's continued use of the Service following the effective date of an amendment will confirm Customer's consent thereto. This Agreement may not be amended in any other way except through a written agreement by authorized representatives of each party. Provider may revise the Privacy Policy and Acceptable Use Policy at any time by posting a new version of either at the Website, and such new version will become effective on the date it is posted; provided if such amendment materially reduces Customer's rights or protections, notice and consent will be subject to the requirements above in this Section 11.11.

Type your full name as your signature

Agree

6. Congratulations! Your registration request has been submitted. You will receive the following message:

Your agreement has been successfully recorded. Your request for access is pending admin approval. You will receive an email when your registration is approved.

✓ Your agreement has been successfully recorded

What happens next?

You will receive an "AART Registration Confirmation" email that indicates your registration has been submitted, along with temporary access to AART. Once approved by an AART Administrator for the requested jurisdiction, you will receive an email indicating your access has been approved.

Note: You will be prompted to change your password when first logging in. Temporary access allows you to log in to AART, but you cannot view any IIS data.

If you have not been approved to access AART within 7 business days, please contact the AIRA Technical Assistance Team.

Need help?

Please complete the [Technical Assistance Request form](#) if you need assistance.