

3. First-time users must use the **Registration code**(7576-Tt00####) on file with the AHA.

## Create an Account

I have a registration code

I do NOT have a registration code

4. Next, you need to complete the next steps by entering your First Name, Last Name, SSN#, Phone(Home) Email Address, Create a password, and Confirm the password etc.. Finally, you will need to click **Accept** on the Terms and Conditions link to continue.

**Please contact the leasing office if you don't know your registration code.**

Enter Your Registration Code

7576-Tt

\* Denotes a required field

### Personal Details

First Name\*

Last Name\*

SSN#\*\*

Phone (Home)\*

### Account Information

Email Address\* (Your email address is your user name)

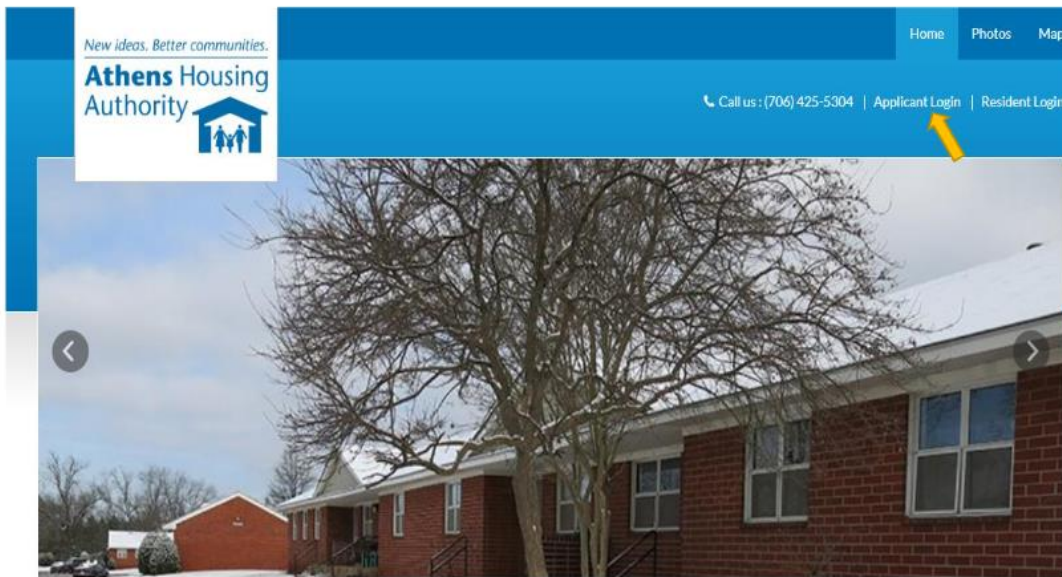
Confirm Email Address\*

Password\*

Confirm Password\*

# Online Waitlist Portal Registration

1. You need a few things to use the online waitlist portal system. The first is internet access. The second requirement is a valid email address. The third requirement is a **Registration Code**. In your web browser, go to the Registration URL: [portal.athenshousing.org](http://portal.athenshousing.org). **Click Applicant Login to register.**



2. For First-time users, on the Registration login page, you will click **Register Now**. If you are a returning Applicant, you can use your **Email** login and **Password** to **Sign in**.

A registration form with two input fields: "Email" and "Password". Below the "Password" field is a link "Forgot password? Click here to register" and a green "Login" button. Three yellow arrows point to the "Email" field, the "Password" field, and the "Login" button.

## Register for a Fast, Easy Application

With a free account, you can:

- ✓ Save your application and log in at any time to continue.
- ✓ Check the status of your applications.
- ✓ Use your account with multiple applications.

[Register Now](#)

5. After you have registered the account, you will have the ability to review certifications, review and update family information, review waiting list status, and update your application such as your contact information, household members, preferences ect...

The screenshot shows the Athens Housing Authority user dashboard. At the top left is the logo with the tagline "New ideas. Better communities." and the phone number "Call us : 8557368223". Below the logo is a navigation bar with a home icon and the word "Compliance". To the right of the navigation bar, it says "Logged in as:" followed by a redacted name. The main content area features a grid of seven icons: "Certifications", "Family Information", "My Waiting List Status", "Attachments", "Register With Another Agency", "Update Your Application", and "Contact Us". On the right side, there is a "QUICK LINKS" section with a dropdown menu labeled "I want to:" currently set to "Update Contact Details", and a green "Go" button below it.