

MEMORANDUM

TO: Parents and Community Volunteers

FROM: Volunteer Services Department

DATE: June 2019

RE: **HCPS Online Volunteer Application**

The HCPS web-based Volunteer Application **OPENS** online to all volunteers and community partners on **July 1st**.

All volunteers and community partners must complete/reactivate the online HCPS Volunteer Application **each** school year. Anyone who submits a volunteer application **beginning** July 1 will remain **active** in our system through June 30 or end of the fiscal year. A new or reactivated application is available on July 1, the start of a new school year. This application should be submitted at least **two-four** weeks prior to any volunteer activity.*

**Allow longer for Level 2 Fingerprinting*

There are two ways to access the online application:

1. From the District website, click on “**Families**” menu. Then, click on the “[Volunteering in HCPS](#)” link. Click on the Y.E.S Icon



2. From a School website, click on the “**Community**” menu. Then, click on the “[Volunteer Information](#)” link. Click on Y.E.S Icon



Volunteers and community partners are saying “Y.E.S.” (You Empower Students) every day to **empower students** with skills, knowledge and attitudes that are necessary to “prepare students for life”.

Thank you.