

Instructions for Registering:

- Go to the PVSA website - www.presidentialserviceawards.gov.
- Click on the blue box at the top that says "Get Involved," and in the drop down menu pick "Volunteers."
- On the right side of the next page, there is a blue button that says "Register." Follow the prompts.
- Once you have registered, you will be sent an email that has a confirmation link that you will have to click. Once you click this, you will be given your login and password.
- Now you will need to create a profile for your child.
- At the bottom of this profile page, there is a section called "Record of Service Key." Be sure to enter the code SDX-61455. This will allow me to access the record page and certify hours.
- Enter hours rounded to the closest quarter hour: 15 minutes = .25; 30 minutes = .50; 45 minutes = .75