On-line Registration Steps for Volunteer Applicants

Directions

1. **Click on *"Are you a new user?"*** *If you currently have an online employment application with Fort Bend ISD, select* ***"Have you already applied?"*** *and log in using your designated user ID and password that you selected upon making application with the district. Volunteers who have an online employment application should then proceed to step 4.*

2. **Next Screen: Complete Applicant Information and *Click the "Submit" Button***
   Anything is acceptable for your user id and password.

3. **Next Screen: *Login* using the user ID and password that you just designated.**

4. **Next Screen: *"What type of position are you applying for?"***
   Click Radio Button "Other" and Click "Start Application"

5. Read and complete the online application for volunteer proceeding through each screen by **clicking on the *continue button.* Be sure to list the position desired as "VOLUNTEER"** and select **the campus where you wish to volunteer. (You may select up to three campuses.)**

6. **Once all information is complete, *Click the "Submit Application" button for final processing.***
   A screen will appear that says: **Submitting Application… please wait and four check boxes will be checked off.**

To Register: To Be Announced